



DEPARTMENT OF THE NAVY
NAVAL UNDERSEA WARFARE CENTER DIVISION
610 DOWELL STREET
KEYPORT, WASHINGTON 98345-7610

5720
00L/004

Ms. Rose Santos
FOIA Group, Inc.
P.O. Box 368
Depew, NY 14043

Subj: PARTIAL DENIAL OF FREEDOM OF INFORMATION ACT REQUEST DON-
N0017819D7317 ORDER N6572620F3000

Dear Ms. Santos:

This letter is in response to your Freedom of Information Act (FOIA) request dated December 16, 2022, for information pertaining to contract N0017819D7317 Order N6572620F3000 in which you seek clearly releasable copy of the task order's title page and current statement of work/performance of statement.

Review of the requested documents reveals that they are partially exempt from disclosure under the FOIA. Exemption (b)(6) protects personal information such as names, phone numbers, and email addresses, which have been redacted accordingly. My review included consideration of the "foreseeable harm standard" (i.e., that information which might technically fall within an exemption should not be withheld from a FOIA requester unless the agency can identify a foreseeable harm or legal bar to disclosure). The contractor employee's name has been redacted to protect their privacy interest.

Fees incurred during the processing of your request amount to \$36.00 for .25 hours of search, and .5 hours of review. Accordingly, please forward a check or money order, payable to the Treasurer of the United States, for the stated amount, to this office within 30 calendar days from the date of this correspondence.

You have the right to an appeal. It must be received (i.e., post-marked if by mail, sent if by email, submitted if by FOIAonline) within 90 calendar days from the date of this letter. Please provide the appellate authority (see below) the following in an envelope marked "FOIA appeal": (1) A letter requesting an appeal that explains what you are appealing with any supporting arguments or reasons you think may be worthy of consideration; (2) a copy of your initial request; and (3) a copy of the letter of denial.

Also, please provide me a copy of your appeal letter at NUWC Division, Keyport. There are two ways to file an appeal: through FOIAonline or by mail.

1. Through FOIAonline. This will work only if you set up an account on FOIAonline before you make the request that you would like to appeal. To set up an account, go to FOIAonline (this is a website that will appear as the top hit if you search the

Subj: PARTIAL DENIAL OF FREEDOM OF INFORMATION ACT REQUEST DON-
N0017819D7317 ORDER N6572620F3000

internet for "FOIAonline"), click "Create Account" (a link located within the blue banner at the top in the upper right corner), enter your data into the field that subsequently appears, and click "Save" (at the bottom left of the screen). With your account thereby created, you will have the power to file an appeal on FOIAonline to any request you file on FOIAonline thereafter. To do so, locate your request (enter a keyword or the request tracking number in the "Search for" field on the "Search" tab), click on it, then the "Create Appeal" tab in the left-hand column. Complete the subsequent field, click "Save," and FOIAonline will submit your appeal.

2. By mail. Address your appeal to:

Department of the Navy,
Office of the General Counsel,
1000 Navy Pentagon, Room 4E635, Washington, DC
20350-1000

Please send a copy of your appeal to the Naval Undersea Warfare Center, Keyport, FOIA Coordinator, 610 Dowell Street, Keyport, WA 98345-7610. You are encouraged to provide an explanation why you believe the redactions were inappropriate or our search was inadequate.

If you have any questions, please contact the FOIA Coordinator at andrew.j.phillips1@navy.mil and (360) 396-2785. You may also contact the DON FOIA Public Liaison, Christopher Julka, at christopher.a.julka@navy.mil, (703) 697-0037.

Sincerely,

R. M. JUSKO
Counsel

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE J		PAGE 1		OF 1		PAGES 4	
2. AMENDMENT/MODIFICATION NUMBER P00012			3. EFFECTIVE DATE 12/07/2022		4. REQUISITION/PURCHASE REQUISITION NUMBER 1301047296			5. PROJECT NUMBER (If applicable) N/A			
6. ISSUED BY Naval Sea Logistics Center Mechanicsburg 5450 Carlisle Pike / PO Box 2060 Mechanicsburg, PA 17055-0795			CODE N65726		7. ADMINISTERED BY (If other than Item 6) Carl Amber Brian Isaiah and Associates (CBAIA) 100 Riverside Parkway Suite 205 Fredericksburg, Virginia 22406-1016			CODE SCD		C	
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code) Carl Amber Brian Isaiah and Associates (CBAIA) 100 Riverside Parkway Suite 205 Fredericksburg, Virginia 22406-1016						<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NUMBER					
						<input type="checkbox"/> 9B. DATED (SEE ITEM 11)					
						<input checked="" type="checkbox"/> 10A. MODIFICATION OF CONTRACT/ORDER NUMBER N0017819D7317/N6572620F3000					
						10B. DATED (SEE ITEM 13) 05/29/2020					
CODE 43SP9			FACILITY CODE 619140598								

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

SEE SECTION G

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.
IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input checked="" type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.222-43 (AUG 2018)
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)

SEE PAGE 2

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) [REDACTED]		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Benjamin Fisher , Contracting Officer	
15B. CONTRACTOR/OFFEROR [REDACTED] (Signature of person authorized to sign)	15C. DATE SIGNED 12/02/2022	16B. UNITED STATES OF AMERICA /s/Benjamin Fisher (Signature of Contracting Officer)	16C. DATE SIGNED 12/02/2022

Previous edition unusable

Section C - Description/Specifications/Statement of Work

NOTE 1: All clauses incorporated by reference and full text in the basic IDIQ contract apply to this Task Order, as applicable, in addition to those added here.

(End of Note)

NAVAL SEA LOGISTICS CENTER (NAVSEALOGCEN) PROPERTY ACCOUNTABILITY SUPPORT SERVICES FOR NAVSEA NAVAL UNDERSEA WARFARE CENTER DIVISION NEWPORT PERFORMANCE WORK STATEMENT

1.0 BACKGROUND

Naval Sea Logistics Center (NAVSEALOGCEN) provides Naval Sea Systems Command (NAVSEA) warfare center a standard enterprise warehouse solution. NAVSEALOGCEN is responsible for the development of processes, day-to-day operations of warehouse facilities and maintaining accurate accountability in Navy Enterprise Resource Planning (Navy ERP).

2.0 OBJECTIVE

Provide Property Accountability Support (PAS) to NAVSEALOGCEN in support of Naval Undersea Warfare Center Division Newport (NUWCDIVNPT) at NUWCDIVNPT in Newport, RI and NUWCDIVNPT detachment at St. Julien's Creek in Portsmouth VA.

3.0 APPLICABLE DOCUMENTS

Documents required to perform PAS services, which will be provided as Government Furnished Information (GFI), are shown in Table C-1.

Table C-1: Applicable Documents

Number	Name	Pub Date	Task Number
3.01	SECNAVINST 5200.44 OM&S Accountability and Management	29-Mar-2019	5.3
3.02	NAVSEA Warehouse Process Guide	26-Dec-2018	ALL
3.03	DOD 4140.01, DoD Supply Chain Material Management Procedures: Operational Requirements	6-Mar-2019	5.1, 5.2, 5.3, 5.4, 5.5, 5.6
3.04	DOD FMR 7000.14-R, Financial Management Regulation	1-May-2019	5.1, 5.2, 5.3, 5.4, 5.5
3.05	NAVSUP P-723, Navy Inventory Integrity Procedures	19-Sep-2019	5.5
3.06	SECNAVINST 4440.34, Implementation of Item Unique Identification within the Department of the Navy	22-Dec-2009	5.1, 5.2, 5.3
3.07	SECNAVINST 4855.3D, Product Data Reporting and Evaluation Program	21-Dec-2018	5.1
3.08	SECNAV 5510.36B, DoN Information Security Program	12-Jul-2019	All
3.09	NAVSUP Pub 529, Warehouse Modernization and Layout Planning Guide	19-Aug-2019	5.2
3.10	NAVSUP Pub 700, Common Naval Packaging (CNP) - Webport	22-Aug-2019	5.2, 5.3, 5.4,

			5.5, 5.9
3.11	MIL-STD-2073-1E, DOD Standard Practice for Military Packaging Revision E Change 4	22-Apr-2019	5.2, 5.3, 5.4, 5.5, 5.9
3.12	NAVSEA NUWC/NSWC OM&S Physical Inventory Requirements (4400 Ser ED-004), dated 11 Jan 2016	11-Jan-2016	5.5
3.13	OM&S Standard Operating Procedure Material Labeling Guide	17-May-2017	5.1, 5.2, 5.8, 5.9
3.14	OPNAV Instruction 4030.1B, Navy Packaging Program	8-Jan-2015	5.5, 5.6
3.15	NAVSUP Pub. 538, Management of Material Handling Equipment (MHE) (MHE sections only)	1-Apr-2012	All
3.16	SECNAVINST M-5216.5, Department of the Navy Correspondence Manual	16-May-2018	All
3.17	MIL-STD-129R, DOD Standard Practice Military Marking for Shipment and Storage (Rev R Change 2)	27-Sep-2019	5.1, 5.2, 5.3
3.18	DOD DLM 4000.25-2 Defense Logistics Management Standards VOLUME 2, Supply Standards and Procedures Change 10	4-May-2018	5.1
3.19	SECNAVINST 7320.10A DoN Personal Property Policies and Procedures	1-Apr-2004	5.1, 5.5
3.20	DODI 5000.64 - Accountability and Management of DoD Equipment and Other Accountable	19-May-2011	5.2
3.21	DOD 5220.22-M, National Industrial Security Program; Change 2	18-May-2016	5.2
3.22	DOD 5200.01 - Volume 3 - DoD Information Security Program: Protection of Classified Material;	19-Mar-2013	5.1, 5.2, 5.5
3.23	SECNAV M-5510.1; DoN Foreign Disclosure Manual;	1-Jun-2019	5.1, 5.3
3.24	DoDM 4160.21 Volume 2; Defense Materiel Disposition: Property Disposal and Reclamation;	30-Sep-2019	5.4
3.25	DoDM 4160.28 Volume 3 Change 2; Defense Demilitarization: Procedural Guidance;	31-Aug-2018	5.4
3.26	DoDM 4140.27 Volume 1 DoD Shelf-Life Management Program	31-Aug-2018	5.2
3.27	DoDM 4140.27 Volume 2 DoD Shelf Life management Program	31-Aug-2018	5.2
3.28	OPNAVINST 5530.14E; DoN Physical Security Manual	20-Nov-2017	All
3.29	SECNAV 5210.8F; DoN Records Management Program	26-Mar-2019	All
3.30	SECNAV M-5210.1; Records Management Manual	1-Aug-2018	All
3.31	SECNAV M 5210.2; Standard Subject Identification Code (SSIC) Manual	1-Aug-2018	All
3.32	DLM 4000.25-1-M MILSTRIP Change 10	13-Jun-2012	5.1, 5.2, 5.3, 5.5
3.33	DoD 5000.01 The Defense Acquisition System	31-Aug-2018	5.1, 5.2, 5.3, 5.5
3.34	DoD 5000.75 Business Systems Requirements and Acquisition	2-Feb-2017	5.1, 5.2, 5.3, 5.5
3.35	OPNAVINST 4440.26A - Operating Materials and Supplies and Government Furnished Material Management	5-Jun-2012	All

3.36	NAVSEA 5200.13C - Management Control Program	20-Jul-2004	All
3.37	NUWCDIVNPT Defective Material Processing SOP	8-Jan-2019	5.1, 5.2, 5.3, 5.4, 5.5
3.38	NUWCDIVNPT Frustrated Material Process	2-Aug-2019	5.1, 5.2, 5.3, 5.4, 5.5
3.39	NUWCDIVNPT Transfer of OM&S to Building 47 Process	1-Jun-2019	5.1, 5.2, 5.5
3.40	NUWCDIVNPT Receipt & Shipment of Naval ammunition Logistic Code (NALC) Shipments	30-Jul-2018	5.1, 5.2, 5.3
3.41	NUWCDIVNPT Required Documents for Disposal of Property	19-Oct-2018	5.4

4.0 SCOPE

The Contractor shall support NAVSEALOGCEN in providing PAS for NUWCDIVNPT in Newport, RI and NUWCDIVNPT detachment at St. Julien's Creek in Portsmouth VA. The Contractor will be responsible for providing support in the following areas:

- Material Receipt and Inspection (PWS 5.1)
- Material Storage Warehousing, and Issuing (PWS 5.2)
- Shipping, Packaging and Crating (PWS 5.3)
- Disposition Support (PWS 5.4)
- Inventory Management (PWS 5.5)
- Customer Service (PWS 5.6)
- Material Movement Analysis (PWS 5.7)
- Material Movement (PWS 5.8)
- Operational Material Administrator / Property Lead Support (PWS 5.10)
- Management of its contract / order (PWS 5.10 and 5.11)

The support requires expertise in Accountable Property Systems of Record (APSR) to ensure maximum visibility and traceability of on-hand stocks, issues, and receipts, Navy equipment, Navy equipment life cycle logistics, supply, warehousing, distribution processes, distribution procedures, and distribution techniques. The support requires Contractor Personnel to utilize Government and commercial off the shelf (COTS) automated life cycle logistics, Navy ERP, Defense Property Accountability System (DPAS), maintenance, warehousing and transportation management systems (the APSR for all NAVSEA material is Navy ERP while the APSR for United States Special Operations Command (SOCOM) is DPAS).

The following tables provide the estimated number of monthly transactions (including Transfer Orders). Navy ERP transactions, as defined by Navy ERP business rules include, but are not limited to, goods receipt, goods issue, and transfer postings (such as MIGO movement types 101, 102, 103, 104, 105, 106, 221, 222, 281, 282, 309, 310, 321, 412, 415, 416, 501, 502, 551, 552, 951, 952) and inquiry and report transactions (such as MM03, MB521, LX02, MN23A, ZRMIM000). These transactions are defined in the NAVSEA Warehouse Process Guide listed in paragraph 3.0, Table C-1 Applicable Documents.

Table C-2: Estimated Monthly Actions

	Navy ERP Transactions/ Inquiries PWS 5.1, 5.2, 5.4, 5.6		Shipping PWS 5.3	Disposition Transactions 5.4	Inventory Counts PWS 5.5	Material Movement Analysis PWS 5.7	Material Movements (within base) PWS 5.8	Operational Material Administrator (OMA) PWS 5.10
CLIN(s)	1X00 1X50	1X00 1X50	1X00 1X50	1X00 1X50	1X00 1X50	1X00 1X50	1X00 1X50	1X00 1X50
January	2,700	1,760	500	925	3,150	1,850	2,000	1,500
February	2,700	1,760	500	925	3,150	1,850	2,000	1,500
March	2,700	1,760	500	925	3,150	1,850	2,000	1,500
April	2,700	1,760	500	925	3,150	1,850	2,000	1,500
May	2,700	1,760	500	925	3,150	1,850	2,000	1,500
June	2,760	1,760	500	925	3,150	1,850	2,000	1,500
July	2,760	1,760	500	925	3,150	1,850	2,000	1,500
August	2,760	1,760	500	925	3,150	1,850	2,000	1,500
September	2,760	1,760	500	925	3,150	1,850	2,000	1,500
October	2,760	1,760	500	925	3,150	1,850	2,000	1,500
November	2,760	1,760	500	925	3,150	1,850	2,000	1,500
December	2,760	1,760	500	925	3,150	1,850	2,000	1,500
Annually	33,120	21,120	6,000	11,100	37,800	22,200	24,000	18,000

Table C-3: Estimated Quarterly Surge Transactions

	Navy ERP Transactions/ Inquiries PWS 5.1, 5.2, 5.4, 5.6		Disposition Transactions 5.4	Inventory Counts PWS 5.5
CLIN(s)	1X01-1X44, 1X51-1X54	1X01-1X44, 1X51-1X54	1X01-1X44, 1X51-1X54	1X01-1X44, 1X51-1X54
1Q	4,050	2,610	1,425	4,650
2Q	4,050	2,610	1,425	4,650
3Q	4,050	2,610	1,425	4,650
4Q	4,050	2,610	1,425	4,650
Total	16,200	10,440	5,700	18,600

All support under this task order will be performed on a federally controlled installation, as defined in PWS paragraph 10, and requires the Contractor to hold a Secret Facility Clearance and be able to hire personnel that can pass background investigations to attain a Secret clearance, which may require months to obtain; maintain their favorable investigation adjudication; follow the necessary rules and regulations for access to DOD installations; and, if necessary, appropriately handle and secure classified or restricted material. **All Contractor personnel will require a Secret clearance in the performance of this task order.**

NOTE: Personal services and inherently government function support are outside the scope of this task order. The Contractor shall not provide any personal services or perform an inherently government function.

The Contractor shall immediately notify the Contracting Officer's Representative (COR) and Contracting Officer if it believes any of the support defined in this PWS is for personal services or an inherently government function.

The Government will not supervise or otherwise direct Contractor employees. The Government will inspect Contractor performance in accordance with the Quality Assurance Surveillance Plan (QASP) included in Section J and any other clauses included in the task order and basic contract.

Prohibited inherently governmental functions include but are not limited to:

- a. Directing and controlling Government employees
- b. Determining the disposition, including the terms of the disposition, of Government property
- c. Determining what supplies or services are to be acquired by the Government
- d. Binding the Government to take or not to take some action by contract, policy, regulation, authorization, order, or otherwise
- e. Exerting ultimate control over the acquisition, use, or disposition of the property of the Government, including the collection, control, or disbursement of Federal funds
- f. Approving any contractual documents, to include documents defining requirements, incentive plans, and evaluation criteria (which includes Purchase Card (P-Card and Standard Procurement System (SPS) contracts)
- g. Administering contracts (including ordering changes in contract performance, contract quantities, delivery schedule, or warranty; and taking action based on evaluations of contractor performance)
- h. Accepting or rejecting contractor products or services
- i. Terminating contracts

5.0. PROPERTY ACCOUNTABILITY SUPPORT (PAS)

The Contractor shall provide personnel necessary to conduct support as defined in this PWS. Contractor personnel will execute government-provided processes and Standard Operating Procedures (SOPs) as outlined in paragraph 3.0, Table C-1 Applicable Documents. Government management will provide general instructions on NAVSEA business rules, limitations and deadlines. The support provided will be checked by the Government in accordance with (IAW) the Performance Requirements Summary (PRS). Material managed includes hazardous, classified, electrically sensitive, serial number/item unique identification (IUID) managed, and shelf-life items.

5.1 Material Receipt and Inspection

The receiving process begins with the offloading of trucks and ends when the material is physically stowed or issued to the end user. In addition to a Central Receiving activity, which is the primary receiving point for all NAVSEA material, NUWC DIVNPT has multiple on base locations where material is managed.

NUWC DIVNPT receiving functions include material receipt, the handling and movement of material from transportation vehicle to permanent storage area; checking, tallying, and inspection of incoming material (e.g. number of containers and item count); control and processing of receipt documents; receiving, physical handling incident to screening and identification of all items of returned material; physical handling within central receiving area to receiving; documentation to the foregoing operations; and clerical effort related to receiving.

5.1.1 Offload and In-Check

The Contractor shall receive and inspect materials received from the supplier, carrier, storage or customer to ensure parts are correct and undamaged and shall collaborate with the customer to ascertain additional material receipt inspection requirements and resolution. The Contractor shall follow established processes to receive and accept material at Navy storage facilities; including inspect shipping packaging and material for damage or leakage and inspect and verify the material receipt to the proper part number/material number, count and condition on the Navy ERP

purchase order. The Contractor shall ensure compliance with outstanding order and item per Navy Policy and Procedures. Provide status as part of the Monthly Report (Contract Data Requirements List (CDRL A006, DI-MGMT-81991-T).

5.1.2 Receive and Induct into Navy ERP

The Contractor shall:

- a. Receive, validate count and package condition, identify, segregate multipacks, label material IAW paragraph 3.0, Table C-1 Applicable Documents for warehouse storage and delivery, and provide documents to the Government requester specified on the Material Movement Document.
- b. Collect and process Material Warehouse Movement Forms (WMFs), confirm documents with the deliverable materials, make deliveries to the customer and obtain signatures upon delivery. The Contractor shall notify the COR of any instances of inability to deliver material and obtain proper signature from requestors. **No material is to be left in the customer's possession unless a signature is received.**

5.1.3 Key Supporting Documents (KSD)

Appropriate KSDs for material receipt includes, packing slip/delivery ticket, DD-250, DD-1348, DD-1149, WMF, or a clearly labeled "Dummy Receipt" for 101/103 with purpose for dummy receipt, material number, quantity, and Purchase Order (PO) number. The KSD must clearly show each of the following:

- a. Material number- National Identification Item Number (NIIN) /Unique Material Master (UMM)
- b. Quantity circled to indicate verification
- c. Receiving personnel's wet / digital signature
- d. Physical delivery date
- e. Legibly printed first & last name of receiving personnel.

5.1.4 Receipt of Purchase Card (P-Card) and Standard Procurement System (SPS)

In the case of a Purchase Card (P-Card) or Standard Procurement System (SPS) contract, 103/105 transaction the 103 date must match date of physical delivery and the 105 date must match date of the Wide Area Workflow (WAWF) Receiving Acceptance Report. The Contractor shall use Navy ERP on a real-time basis to track the receipt, validation and delivery of materials. Acceptance documentation shall be required of the Government requestor (the Contractor shall not accept or reject).

The Contractor should provide adequate time for the requestor to officially accept the material, understanding that adequate time differs depending upon the complexity of the items in question. The Contractor is responsible for the follow-up required to allow acceptance documentation to be received to allow the Government's Prompt Payment Responsibilities to be met.

However, the Contractor is not responsible for Government caused acceptance delays that prevent prompt payment or that cause the contractual acceptance of material prior to receipt of acceptance documentation.

5.1.5 Delivery of In-Bound Material

The Contractor shall receive and deliver in-bound Issue Priority Group (IPG) 1 or like identified material to on-base customers within 24 hours, excluding any items delivered after 1300 hours on a Friday, which shall be delivered the next business day, if unable to make delivery the same day it has been received. The Contractor shall receive and deliver in-bound IPG 2 and IPG 3 or like identified material to on-base customers within 72 hours, excluding any items delivered after 1300 hours prior to a three (3) or more day base closure, which shall be delivered the next business day, if unable to make delivery the same day it has been received.

5.1.6 Open Orders, Bills of Lading, WMFs, and Completed Files

The Contractor shall establish and maintain open orders, bills of lading, WMFs and completed files for materials and services, including pro bills of in-bound shipments and carriers. In addition to specific requirements for file documentation, all files shall contain relevant notations and documentation sorted appropriately and annotated such to accommodate expeditious tracking of all materials received. For example, files shall include updated delivery information resulting from telephone

conversations, written follow-up requests and responses, shipping data, packing slips, copies of vendor correspondence (provided by the Government), obligation change notices, modifications to POs (provided by the Government), notifications of rejected material and action taken (provided by the Government). When material is received by the Contractor without accompanying order identification, the Contractor shall conduct research necessary to obtain correct order identification.

5.1.7 Discrepancy & Deficiency Reporting

5.1.7.1 Transportation Discrepancy Reports (TDRs)

When damage is reported by receiving personnel, the Contractor shall prepare and submit Transportation Discrepancy Reports (TDRs) SF 361 paragraph 3.0, Table C-1 Applicable Documents, including all necessary supporting documentation and photographs. When necessary, photographs shall be requested from the COR. Continuing action shall be supported by the Contractor. The Contractor shall support customers as required with reference to warranty coverage claims at any time after receipt. The Contractor shall not perform any inherently government functions such as make any changes that may affect the Government's financial obligation under the order being processed. Each completed TDR shall be filed by the Contractor in the appropriate order folder. Resolved TDRs shall be maintained by the Contractor and transferred to the Government at the completion of this task order.

5.1.7.2 Supply Discrepancy Reporting (SDR)

The Contractor shall submit data to support Supply Discrepancy Reports (SDRs) for discrepant materials and maintain processes that will assure material traceability and status on discrepant materials is complete and transparent. (CDRL A001, DI-MGMT-80503T).

5.1.7.3 Product Quality Deficiency Reporting (PQDR)

Contractor shall submit data to support Product Quality Deficiency Reports (PQDRs) for discrepant materials and maintain processes that will assure material traceability and status on discrepant materials is complete and transparent. (CDRL A002, DI-QCIC-80736T)

5.1.8 Government Acceptance Transaction Verification

The Contractor shall track contract/order delivery transactions to prompt early intervention and appropriate follow-up for all designated contract actions. This is to include tracking goods receipt transaction posted against PO items, which have no financial impact as they are only statistical postings, have corresponding Government goods acceptance transactions posted in Navy ERP against the applicable PO items, to record the quantities received and that material is accepted by the Government. An example scenario for this is a customer purchases materials that arrive at the dock, verified against the carrier's bill-of-lading, and is recorded into Navy ERP as having been "received," as a result of a contract. The material is then required to be "accepted" as to form, fit and functionality by a Government person, thus authorizing that the vendor can be paid from this receipt and acceptance. Should an item be "received" but not "accepted" then the Contractor shall follow-up with the Customer for material rejection, or acceptance. In addition, Contractor shall assist customers who request follow-up effort on overdue Commercial orders is required regardless of dollar value, using Navy ERP, to track deliveries and to identify delinquent deliveries on a real-time basis. The Contractor shall maintain an up-to-date Navy ERP file on each delinquent delivery that includes which affect a change in the order/contract, etc., and the latest estimated delivery date (provided by the Government) (CDRL A003, DI-MGMT-80442T). The Contractor is not authorized to change any non-MILSTRIP requirement.

5.1.9 Incoming Shipment and Delivery Log

The Contractor shall maintain a monthly log of incoming shipments documents prepared and received (CDRL A003, DI-MGMT-80442T).

5.1.10 Receipt Records

The Contractor shall record receipt of custody of any unordered or frustrated material

(items that cannot be cross-referenced to purchase orders, items without identifying information or items with incorrect information). Non-conforming or discrepant material will be documented material receipt Quality Management Procedures IAW 3.7 Table C-1 Applicable Documents. Provide status as part of the Monthly Report (CDRL A003, DI-MGMT80442T).

5.1.11 Identification & Cataloging

The Contractor shall conduct material research; identify, screen, and catalog in Navy ERP all material and equipment to a Unique Material Master (UMM), manufacturer's part number, and Commercial and Government Entity (CAGE) code. The Contractor shall assist in the request for new UMMs and UMM extensions as necessary to catalog in Navy ERP.

5.2 Material Storage, Warehousing, and Issuing

5.2.1 Warehouse Management

The Contractor shall perform material management functions including material receipt at the warehouse, issue, Care of Supply in Storage (COSIS), and disposal actions, as well as control and processing of material management documents; supervision; and clerical effort related to material management.

5.2.2 Accountability and Control

The Contractor shall provide accountability and control of materials throughout the processes of receipt, storage, inventory, issue and disposal. The Contractor shall ensure compliance with outstanding material management policy and record receipts, issues, transfers, material movement, and disposal actions into Navy ERP and DPAS for SOCOM material, per Navy Policy and Procedures. Provide status as part of the Monthly Report (CDRL A006, DI-MGMT-81991-T).

However, the Contractor is not responsible if the Government assumes accountability and / or control of materials.

5.2.3 Material Handling Equipment and Lifting

The Contractor shall be required to operate Material Handling Equipment (MHE) and lift up to 50 pounds to move material within warehouses. Contractor employees required to operate MHE shall adhere to the requirements set forth under the paragraph 3.0, Table C-1 Applicable Documents. The Contractor will be granted access to the Government MHE. However, the Contractor is responsible for paying for any MHE training, licensure, and certification for its personnel.

5.2.4 Forklift Training and Licensing

The Contractor shall provide employees with forklift training and licensing. The Contractor shall, without additional expense to the Government, obtain all appointments, licenses, certifications and permits required to perform under this task order, including, but not limited to, Occupational Safety and Health Agency (OSHA) required forklift training.

Evidence of such permits and licenses shall be provided per(CDRL A004, DI-MGMT-82087T)

5.2.5 Maintenance, Storage, and COSIS

The Contractor shall perform all efforts related to the maintenance of proper storage and COSIS, including re-warehousing, rotating supplies; replacing fallen stocks; managing shelf life requirements; maintenance of temporary stock location records; applications of floor markings; and assembly, installation and maintenance of storage aids including racks, bins, pallets, etc. Storage spaces shall be orderly and clean, assuring the highest standards of warehouse/storeroom practices IAW paragraph 3.0, Table C-1 Applicable Documents. Contractor shall maintain a systematic and orderly locations process to facilitate inventory, receipt processing, and issue to ensure efficient use of most material and maximum utilization of available space consistent with protection of material in storage. The Contractor shall ensure material is protected and secured from damage and implement a loss prevention program to prevent the loss of government assets. Contractor shall provide a report of lost or damaged goods (CDRL A003, DI-MGMT-80442T).

However, the Contractor is not responsible if the Government assumes accountability and / or control of materials.

5.2.6 Locations Process

The Contractor shall maintain a systematic and orderly locations process to facilitate inventory, receipt processing, and issue to ensure efficient use and maximum

utilization of available space consistent with protection of material in storage. The Contractor shall follow warehousing and material management procedures including but not limited to: routing and expediting materials according to priority needs and reviewing supply transactions to ensure material requirements are met. The Contractor shall:

- a. Store all material in the correct type of location, in a manner that prevents damage deterioration or pilferage of the material, and in a configuration that provides for the optimal and efficient use of storage space.
- b. Store material in separate storage locations for National Stock Numbers (NSNs) with different Condition Codes (CCs)
- c. Immediately notify the Government Lead or COR if they discover material damages; material type and quantity discrepancies; or material designated as "Hazardous". The Government will provide resolution for this material.

5.2.7 Material Report

The Contractor shall provide a monthly report of material in Navy ERP noting activity, time in storage and number of units and provide this to the Government for review and possible excess/disposal. The Contractor shall maintain a record of all materials until resolution is received from the Government. The Contractor shall maintain a record of all actions. Provide status as part of the Monthly Report (CDRL A006, DI-MGMT-81991-T).

5.2.8 Re-Warehousing Services

The Contractor shall re-warehouse mission stock from various locations to pre-designated locations. The Contractor shall:

- a. Perform re-warehousing actions to ensure proper storage of material and to meet Government requirements/directives.
- b. Maintain stock record accountability throughout the relocation of material to facilitate continued customer support.
- c. Perform a visual inspection of packaging before re-warehousing to the new location.
- d. Store all material in the correct type of location (e.g., general storage, hazardous secured, etc.), in a manner that prevents damage and deterioration to the material and in a configuration that provides the optimal and efficient use of storage space and meets any special requirements for segregation of materials.
- e. Conduct a location survey in both gaining and losing storage areas following the accomplishment of the re-warehousing projects.

5.2.9 Preservation, Packaging, Packing and Marking (PPP&M)

The Contractor will provide PPP&M IAW paragraph 3.0, Table C-1 Applicable Documents. Some items such as classified, sensitive, and pilferable items require special handling precautions (completion of Form 1907).

PPP&M for storage and shipment of equipment, spare parts, electronic equipment, various combat and weapons systems, and industrial plant equipment. Typically, such equipment will have irregular shapes or contours, which require non-routine selection and application of preservatives, cushioning, barriers and containers.

The Contractor shall utilize, Navy ERP, DPAS for SOCOM material, SUSAS, and in the Transportation/Distribution internal Packaging and Preservation Database or other Government furnished data systems as required to control and track material flow.

The Contractor shall:

- a. Perform PPP&M on a variety of items of different sizes and weights.
- b. Perform preservation and packaging operations at all building locations.
- c. Pack classified, pilferable, and sensitive material within the secure area they are stored. Material shall remain in the secured area until picked up by the carrier.
- d. Package and label material IAW Document 3.10 & 3.17 Table C-1 applicable documents
- e. Immediately notify the Government Warehouse Lead if they discover material damages; material type and quantity discrepancies; or material designated as "Hazardous". The

Government will provide resolution for this material.

5.2.10 Material Issue

The Contractor shall:

- a. Pull for issue all material within four (4) working hours of receipt of issue docume for Issue Priority Group (IPG) 1, 2 & 3 issues and one (1) working day for all other
- b. Issue the correct material in the correct quantity and CC so the material is process IAW the AQLs established in the task order.
- c. Promptly notify the Government Warehouse Lead if the time requirement cannot be met due to any reason, including workload or stock availability.
- d. Select the required stock and perform all packing, packaging, physical handling, loading, and movement of material from the point of storage to the truck hauling the material. Material stacked two high on a pallet must be wrapped prior to loading. All wrapped pallets require a duplicate copy of the issue document.
- e. Move material to the proper truck via forklift, pallet jack, or hand carry. Load truck safely and without damage or injury to material and personnel. The truck driv and other personnel are not permitted to load the truck without prior COR approval. Process issues of material for on and off base transactions. On-base material movement is performed by NAVSEALOGCEN Government and Contractor truck drivers. The Contractor will not perform off base material movement.
- f. The Contractor shall immediately notify the Government Warehouse Lead if they discov material damages; material type and quantity discrepancies; or material designated a "Hazardous." The Government will provide resolution for this material.

5.2.11 Kitting

The Contractor shall conduct kitting functions in accordance with applicable document 3.2. This consists of issuing and consolidating material according to Government provided material list.

5.2.12 Shelf Life Management

Shelf life is the length of time that a commodity may be stored without becoming unfit for use or consumption. The Contractor shall monitor and manage all Type 1 and Type II shelf life items IAW applicable documents 3.2, 3.5 and 3.26 of paragraph 3.0 Table C-1 applicable documents utilizing Navy ERP tools monitor the time for which materials can be kept, from the production date to the shelf life expiration date.

Additionally, the Contractor shall properly issue and disposition all expired shelf-life IAW paragraphs 5.2.10 and 5.4.

5.2.13 Supply Screening & Causative Research

The Contractor shall conduct supply screening, material identification, and material sourcing using standard logistic tool applications utilizing Navy ERP, Web Federal Logistics Information Services (WebFLIS), Haystack.

Additionally, the Contractor shall identify material handling discrepancies, complete causative research and provide recommendations to correct and/or avoid recurrence of the discrepancy in accordance with applicable documents 3.5, the Contractor shall identify inventory discrepancies, complete causative research and provide recommendations to correct and/or avoid recurrence of the discrepancy.

The Contractor shall provide Causative Research and supply screening in accordance with DD Form 1423-1, Contract Data Requirements List A001 (CDRL A001, DI-MGMT-80503T).

5.3 Shipping, Packing, and Crating

The Contractor shall be responsible for shipment coordination including preparing of shipment documents (DD Form 1149) and preparing material for scheduled pick-up (local material movement). Services include material and shipment planning, as well control and processing of documents, and supervision and clerical effort related to

coordination of shipment. Contractor shall have to interface with the customer and material receiver. Contractor shall provide shipping information to the customer and will assist in resolving misrouted shipments. Provide status as part of the Monthly Report (CDRL A006, DI-MGMT-81991-T).

5.3.1 Reserved

5.3.2 Outgoing Shipment Log

The Contractor shall maintain a monthly log of outgoing shipping documents received, (CDRL A003, DI-MGMT-80442T)

5.3.3 Preservation, Packaging, Packing, and Marking (PPP&M)

The Contractor shall provide PPP&M services in support of outgoing shipments IAW with paragraph 5.2.9 of this PWS.

5.4 Disposition Support

5.4.1 Defense Logistics Agency (DLA) Disposition Services / NAVSUP Advanced Traceability & Control (ATAC)

The Defense Logistics Agency (DLA) Disposition Services will be utilized to dispose of material that is deemed by the Government as scrap, expired shelf life, or excess material that has been made available for DOD redistribution. All NSN material will be screened through Naval Supply Systems Command (NAVSUP) to determine demand and if the material can be moved to excess free issue to the Fleet (M Plant). All Navy owned material, Depot Level Repairables (DLRs), will be screened and processed via electrograde Repairable Management System (eRMS) prior to taking disposal action via DLA Disposition Services. Although a DLR may have been purchased by the Warfare Center, NAVSUP item managers have final authority on disposal actions for Navy managed DLRs.

DLA Disposition Services field activities are not authorized to receive, process, or store classified material. **The Contractor shall contact the COR immediately should it encounter any classified material during the disposition process.**

5.4.2 Key Supporting Documents (KSD)

Appropriate KSD for material disposition is a WMF. The KSD must include disposition request form citing the material number that is signed and dated by a Responsible Government Officer. Additional KSD also includes required proof of disposition, including:

- a. Transaction Types 221/281 (Local): Customer print name, sign, and date on request form
- b. Transaction Types 221/281 (Outbound Shipment): Bill of Lading, DD-1149, etc.
- c. Transaction Type 551 (Non-Valuated Plant (X/3 Plant-K SLOC)): Customer print name, sign/date on request form
- d. Transaction Type 551 Disposal/Excess: DD Form 1348 (always required) and, if applicable, Demilitarization Certificate or Disposal Authority Letter

5.4.3 Evaluation, Initiation, and Preparation

The Contractor shall provide evaluation and initiation of DRMO and hazardous material (HAZMAT) preparation process and documentation improvements, development of critical or processing path for proper disposition, documentation revision for process improvement.

5.4.4 Screening, Inspection, and Estimating

The Contractor shall screen; provide inspection of suspect items; and create an estimate of processing schedule, hazardous waste requirements, and required processing materials and equipment. The Contractor is responsible for planning, organizing, and control of the flow of materials in an accountable manner IAW Documents 3.24 & 3.25 of paragraph 3.0 Table C-1 applicable documents.

5.4.5 Coordination and Performance

The Contractor shall perform research of suspect hazardous and environmental material to ensure material is properly identified and contained prior to review by NUWC DIVNPT

Environmental.

The Contractor shall coordinate and perform disposition material review and ensure hazard reclamation or neutralization actions are correctly performed with NUWCDIVNPT Environmental. Reviews include disassembly, identification, classification, packaging, documentation, staging, and ensuring deliveries are correct and performed to requirements and schedule.

5.4.6 Demilitarization (DEMIL) Codes and Requirements

Contractor shall utilize government provided Federal Logistics (FedLog), WebFlIS or Haystack to identify DEMIL codes and requirements. The Contractor shall provide disposal guidance and assistance with excess material being transferred to DLA Disposition Services or NAVSUP ATAC.

5.4.7 Instructions and Guidance

Contractor shall assist by providing government instructions and in-process guidance to personnel regarding disposal of material regarding downgrading of property to scrap items requiring special handling of potentially hazardous, toxic or environmental pollutants and chemicals.

5.4.8 Transfer Accuracy

Contractor shall ensure material being transferred to DLA Disposition Services or NAVSUP ATAC matches turn-in documents and has accurate documentation; documents are signed, dated and attached to material; and material is packed in containers and palletized for shipment.

5.4.9 Documentation Scanning and Uploading

Contractor shall scan/upload documentation into Government software programs, i.e. Navy ERP, Laserfiche, folders, files as needed to ensure easy access. Contractor is responsible for issuing, receiving, tracking, and maintaining records and reports. The Contractor shall generate 1348 documents in Navy ERP.

5.4.10 Reserved

5.4.11 Manifest and Load

The Contractor shall manifest and load material transferring to DLA Disposition Services & ATAC on trailers for transport using government forklifts and vehicles, and provide a copy of manifest to the COR. The Contractor shall make appointments with DRMO for receipt of excess. The Contractor shall notify the COR of schedule appointments. The Contractor shall perform technical screening for depot level repairable, precious metal, accountable property, and reutilization. The Contractor shall weigh material to be excessed, as this information is required to be inputted into Electronic Turn In Document (ETID)s. The Contractor shall prepare excess for shipping and arrange for established Government funded commercial transportation to accepting DRMO facility.

5.4.12 Degaussing

The Contractor shall assist degaussing unclassified excess computer hardware/software, take appropriate action to perform degaussing operations in order to purge information, and ensure compliance with regulatory requirements. The Government will provide the degausser for this effort. As required, the Contractor shall disassemble computer systems to degauss the storage device then reassemble for disposal action. After degaussing, the Contractor shall label each item as degaussed with a DLA 2500 and process for proper disposition. Excess unclassified information systems (computers) and peripherals (printers, disk drives, tape backup units, etc.) will be properly dispositioned IAW paragraph 5.4.1

Any unclassified equipment or media that cannot be successfully degaussed using the equipment provided by the Government shall be identified to the COR for assistance. **The Contractor shall contact the COR immediately should it encounter any classified items for degaussing. All items must be degaussed before disposition.**

5.5 Inventory Management

5.5.1 Physical Inventory Counting and Labeling

The Contractor shall perform physical inventory counts and labeling of material. The physical inventory process covers a broad spectrum of processes ranging from warehouse counts to comparing the counts to the appropriate APSR records. The Contractor shall physically execute the Government provided Physical Inventory/ Location Audit Plan (LAP); perform scheduled and non-scheduled inventories; and label material using Navy ERP IAW references defined in paragraph 3.0, Table C-1 Applicable Documents.

5.5.2 Development, Execution, Policy, Program, and Practices

The Contractor shall provide support in the development, execution, policies, program and practices that control, protect, deliver, and enhance the value of data and information flow. The Contractor shall organize, store, and retrieve information using a wide range of techniques utilizing government and database systems for information management and interaction internally and between other entities/customers.

5.5.3 Inventory Management

The Contractor shall provide inventory management functions, including but not limited to, processing on station requirements, extracting and reviewing data for management reports to update and change inventory records including consolidating records. Inventory Management functions will also include inventory counting and labeling material.

5.5.4 Movement of Material

The Contractor shall be required to move material either by hand, pallet jack or by forklift (up to 36,000 lb. capacity), opens boxes, seal boxes with banding or other methods identified at the time of inventory and determined by material commodity. The Contractor shall provide training and ensure personnel are trained and certified to operate MHE. Copies of the training certificates will be provided to the COR when each employee receives a new, modified, updated, expired, or revoked license and prior to operation of any vehicle or equipment (CDRL A004, DI-MGMT-82087T).

5.5.5 Condition Code Tags and Inventory Count Sheets

The Contractor shall attach condition code tags, when appropriate, and provide inventory count sheets to Government Inventory Specialist(s). The Contractor shall:

- a. Verify item, quantity, and part numbers.
- b. Conduct surveillances of materials as required.
- c. Perform assigned physical counts of inventories to include first physical count.
- d. Conduct location surveys, verifying assets and physical location as required or directed by the government. These surveys may include a complete location survey of all locations or a statistical sampling methodology that includes all locations in the sub work area and has a probability or selection or a combination of complete and statistical sampling.
- e. The Contractor shall immediately notify the COR if they discover material damages, material type and quantity discrepancies, or material designated as "Hazardous". The Government will provide resolution for this material.

5.5.6 Inventory Discrepancies & Reconciliation

The contractor shall identify inventory discrepancies, complete causative research, and provide recommendations to correct and/or avoid recurrence of the discrepancy IAW paragraph 3.0, Table C-1 Applicable Documents.

Upon concurrence from the government the Contractor shall reconcile discrepancies identified during physical inventory. The Contractor shall execute Navy ERP transactions IAW paragraph 3.1 and 3.5, Table C-1, Applicable Documents to initiate inventories as identified in the Government provided NUWCDIVNPT Physical Inventory Plan; review transaction discrepancies and provide findings; and close out inventories in Navy ERP. The Government Inventory Accuracy Officer will monitor and control inventory lock downs and inventory. The Contractor shall provide all inventory

documents to the COR showing discrepancies and causative research when discrepancies occur. The Government will provide the Contractor with Navy ERP view only access, and the Contractor will not have authority or capability to change financial transactions (i.e. gain/loss by inventory). Provide inventory efforts as part of the Status Report (CDRL A006, DI-MGMT-81991-T).

5.5.7 Electronic Documentation

The Contractor shall electronically input/extract information, including scanning and uploading documentation using numerous databases utilizing Government and non-Government software programs, including but not limited to Navy ERP, DPAS for SOCOM material, WebFLIS, and FEDLOG.

5.6 Customer Service

The Contractor shall provide NAVSEALOGCEN customer service in support of each specific task areas identified in this PWS in a courteous and professional manner. Customer service includes providing information and solutions in response to inquiries; accessing Navy ERP to retrieve and/or record information; material identification; tracking; shipping; and transportation and other tasks identified in this PWS. The Contractor shall be prepared to receive requests thru the use of various communication technologies, including but not limited to telephones, e-mail, facsimile, postal mail, and the Internet. The Contractor shall maintain a log and provide a monthly report of all customer complaints. (CDRL A006, DI-MGMT-81991-T)

5.7 Material Movement Analysis

5.7.1 Monitoring and Analysis

The Contractor shall monitor and provide analysis of material movements to ensure accurate accountability of material, to include tracking and maintaining of manifest information to prevent misrouted deliveries and lost material.

5.7.2 Receiving Request Assistance

The Contractor shall assist the Government dispatcher in receiving requests for material movement, scheduling pickups and deliveries, creating material movement manifests, and providing Motor Vehicle Operators (MVOs) for delivery of material.

5.7.3 Routing and Delivery Schedule

Based on property and urgency, the Contractor shall determine proper route and delivery schedule. The Contractor shall electronically input/extract information using Government and non-Government software programs including Navy ERP, DPAS for SOCOM material, WebFLIS, and FEDLOG.

- a. Ensures all material on the manifest is delivered.
- b. Research any undelivered material and resolves.
- c. Identify actual and/or potential problem areas.
- d. Performs Stock Transfers (movement type 101) in Navy ERP.
- e. Researches and resolves issues arising when doing Bin to Bin.
- f. Scans KSD into Navy ERP.
- g. Coordinates with MVOs in determining validity of delivery and material.
- h. Provides documentation to customers on confirmation of shipments.

5.7.4 Review, Screening, and Documentation

Upon return of MVOs, the Contractor shall screens receipts, manifest, and bill of lading for completeness of entries and signature. The Contractor shall review daily trip tickets, mileage, and incidents or discrepancies reported by drivers. The Contractor shall maintain vehicle utilization records using daily logs, documents, or automated spreadsheets, and prepare statistical and other reports following appropriate guidance/regulations.

5.7.5 Lost, Misrouted, or Undeliverable

In the event of lost, misrouted, or undeliverable material, the Contractor shall work

with the Dispatcher, MVO, Customer, and/or recipient to locate material and / or reschedule delivery(s).

5.8 Material Movement (Motor Vehicle Operators (MVO))

Material Movement includes the movement of property, material, supplies, equipment, work-in-process, and related logistics support within the boundaries of the installations identified in PWS paragraph 6.6.1. Transportation of components, equipment, empty containers, and other material to and from controlled areas, production shops, and other support shops is also required. The Contractor shall pick up and deliver materials and supplies to prescribed locations. The Contractor shall also load materials onto and off of the transport vehicle. Vehicles and equipment necessary to perform these functions will be provided by the Government.

5.8.1 Motor Vehicle Operators (MVO)

The Contractor shall provide MVOs to transport material to various locations within the boundaries of the installations identified in PWS paragraph 6.6.1. MVOs must possess and maintain all licenses and certifications required to perform the duties of the assigned position to include a valid state Driver's License and fork truck license. Contractor MVOs must submit to random drug testing under the Department of the Navy (DON) Drug Free Workplace Program (CDRL A004, DI-MGMT-82087T).

5.8.2 Equipment Operation

The Contractor shall be required to operate warehouse equipment such as pickup trucks (including 5-Ton truck), flatbeds, vans, forklifts up to 36,000lbs, and other material handling equipment. Vehicles may be gasoline or diesel powered with an automatic or manual type transmission; with the inclusion of air brakes.

5.8.3 Operator Requirements

The Contractor employees required to operate MHE shall adhere to the requirements set forth under paragraph 3.0, Table C-1 Applicable Documents. The Contractor shall, without additional expense to the Government, obtain all appointments, licenses, certifications and permits required to perform under this task order, including, but not limited to Occupational Safety and Health Agency (OSHA) required forklift training. Evidence of such permits and licenses shall be provided (CDRL A004, DI-MGMT-82087T).

5.8.4 Vehicle Inspection

The Contractor shall perform vehicle inspection prior to and immediately after operation. Any operational or safety issues will be reported to the COR and the vehicle will not be utilized until the COR notifies the Contractor.

5.8.5 Verification, Inspection, Storage, and Loading

The Contractor shall verify material to be delivered against the manifest. The Contractor shall visually inspect material and outer shipping containers and evaluate their suitability for transport to include damaged, leaking or deteriorated material containment. In the event that the Contractor suspects the material is not suitable for transport, it shall contact the dispatcher and await direction. The Contractor shall store, stack, or palletize materials IAW prescribed storage methods for transport. The Contractor shall be responsible to use load securing devices and tarps to prevent damage or loss of cargo in conjunction with DON or State regulations, and will be required to weigh shipments as directed by the Government. The Contractor shall use automated systems for record management such as material scanners for Proof of Delivery documents. The Contractor shall be required to maintain trip tickets; driver's logs; vehicle preliminary inspection records; and driver's accident reports and deliveries records IAW references in paragraph 3.0, Table C-1 Applicable Documents.

5.9 Reserved

5.10 Support Operational Material Administrator (OMA)/Property Lead

NUWCDIVNPT has "Government Property Leads" physically imbedded in the technical Codes to provide a full range of Supply Chain Management Support; including assisting with the receiving, stowing, and preparation for the disposal of excess Government Property prior to disposition, preserving, and the overall maintenance and care of material and updating, coordinating and maintaining material inventory and accountability using Navy ERP or DPAS for SOCOM material. Materials warehoused include general consumables, classified, sensitive, pre-expended bins, inventory materials, and bulk items.

5.11 Program Management

5.11.1 Knowledge and Experience

The Contractor shall apply knowledge and experience in acquisition program management philosophy, policies, and procedures to PAS.

5.11.2 Support

The Contractor shall provide necessary support in meeting program objectives. This includes support for the assessment and management of cost, schedule, technical performance, and progress. Provide required monthly reports and metrics established by this PWS. Provide status of effort as part of the Monthly Report. (CDRL A006, DI-MGMT-81991-T).

5.11.3 Supervision

The Contractor shall be responsible for the daily supervision of its employees.

5.12 Reporting Requirements

The Contractor shall submit a Status Report (CDRL A006-DI-MGMT-81991-T). The report shall detail any significant discussions/issues related to performance and shall contain separate attachments to address each of the following areas:

- a. Customer Complaint Log. The Contractor shall maintain a monthly log sheet of customer complaints.
- b. Workload Report. The Contractor shall collect and report to the Contracting Officer and COR, the total workload for the previous period by work identified in this PWS. This report shall be provided monthly.
- c. Staffing/Manning Report. The Contractor shall report all Contractor personnel employed and all others requiring access to facilities. This report will provide a manning status that shows employee names, positions, vacant positions, and if applicable, prospective employees for vacant positions.
- d. Standard Operating Procedures. The Contractor shall provide a report of the Contractor's standard operating procedures for each task identified in this PWS updated as required to reflect changes made.

6.0. GENERAL REQUIREMENTS

6.1. Task Order Modification

All changes to the resulting task order shall be authorized by the Contracting Officer by means of a properly executed modification. The Contractor shall not perform work that is considered to be outside of the scope of the requirements of this task order. If, in the opinion of the Contractor, an effort outside the existing scope of this task order is requested, the Contractor shall promptly notify both the Contracting Officer and COR in writing within 48 hours providing the date, nature, and circumstances of the conduct regarded as a change. No action shall be taken by the Contractor unless the Contracting Officer has issued a formal modification.

6.2. Digital Data Management

The Contractor shall be responsible for the digital generation, reception, proper marking/handling, and electronic delivery of data. All data shall be developed, managed, used, and exchanged electronically to the greatest extent practicable. The

Contractor shall maintain compatibility with the World Wide Web browser, electronic mail (e-mail), and software used by NAVSEALOGCEN throughout the life of the task order. NAVSEALOGCEN uses Microsoft Office products and Adobe Acrobat.

6.3 Email

E-mail shall facilitate the transfer of unclassified data only. Use of e-mail shall not relieve the contractor from compliance with other areas of this task order requiring other types of communication.

6.4. Quality Assurance

The Government will monitor the Contractor's performance. The Government reserves the right to review services to be provided to determine conformance with performance and technical requirements. Government quality assurance will be conducted on behalf of the Contracting Officer. The COR will be appointed to coordinate the overall quality assurance of technical compliance.

6.4.1 Performance Requirements Summary (PRS)

Inspections of the Schedule of Deliverables shall be based on the standards in the Government QASP included in Section J. Any re-work required to meet Acceptable Quality Levels (AQLs) or task order requirements shall be performed at no additional cost to the Government.

If performance falls below the AQL specified, the COR shall document the instance(s), coordinate with the Contracting Officer and advise the Contractor. The Contractor shall review the documentation and provide a written response on how performance will be corrected in the future.

6.4.2 Quality Assurance Plan

The Contractor Quality Assurance Plan will ensure the products or services conform to the specified task order technical requirements as defined in the PWS; provide and maintain an inspection system acceptable to the Government covering the services under the task order; and implement procedures to identify and prevent defective services from recurring. The Contractor shall develop quality control procedures that address the areas identified in the AQLs identified in PWS Appendix B and the QASP in Section J (CDRL A009, DI-QCIC-81794).

6.5 Management Plan

6.5.1 Site Manager

The Contractor shall designate a site manager who shall be on site for the duration of the task order.

6.5.2 Management Program

The Contractor shall establish and maintain a management program during task order performance, incorporating details of all major paragraphs of the PWS. (CDRL A007, DI-MGMT-80004A)

6.5.3 Staffing and Retention

The support requires the ability to hire personnel that can pass background investigations to attain a secret clearance, which may require months to obtain; maintain their favorable investigation adjudication; follow the necessary rules and regulations for access to DOD installations; and, if necessary, appropriately handle and secure classified or restricted material. In addition, this support will require proficiency in the use of Navy ERP.

For these reasons, staffing and retention of qualified contractor personnel is critical to continuity of performance under this PWS. The Contractor's Management Plan (CDRL A007, DI-MGMT-80004A) shall address employee staffing and retention and specifically demonstrate the planning and methodologies that will be used to maximize staffing and retention of the Contractor personnel that are assigned to support this PWS, with special emphasis on retention of employees with active security clearances and Navy ERP proficiency.

6.5.4 Continuous Support

The Contractor's Management Plan shall address how it will ensure task areas are continuously supported in the event of known absences and unexpected

circumstances.(CDRL A007, DI-MGMT-80004A)

6.5.5 Replacement Personnel

In cases where the loss of personnel will impact task order performance, the Contractor shall ensure that a replacement action for all personnel that leave the task order is initiated within 21 calendar days of losing an incumbent employee. This means that a replacement candidate has been identified and at a minimum has begun the Contractor onboarding process. If replacement of the personnel is expected to last more than 90 days, the Contractor must notify the Contracting Officer/COR within the same 21-day period. Notwithstanding these timelines, the Contractor shall remain responsible for continuous support of all PWS tasking. Status of all personnel replacement actions shall be included in the Manning/Staffing report attachment to the Monthly Report (CDRL A006, DI-MGMT-81991-T).

6.6. Location and Hours of Operation

6.6.1 Location of Support

Support under this task order shall be performed on NUWCDIVNPT in Newport, RI and NUWCDIVNPT detachment at St. Julien's Creek in Portsmouth VA which are federally controlled installations as defined in paragraph 10.

6.6.2 Hours of Operation

The Contractor shall provide manpower to ensure adequate coverage to perform services required under this PWS during the normal operating hours of 0600 to 1800 hours local time; Monday through Friday except Federal holidays.

If an emergency requiring installation closure occurs while Contractor personnel are on the installation, Contractor personnel shall promptly and appropriately secure all Government property and evacuate in an expedient but safe manner unless otherwise directed by the Contracting Officer.

See Section G clause G-242-H002, Hours of Operation and Holiday Schedule (NAVSEA), for Contractor requirements during holidays, delayed openings, early dismissals, closures, and special events.

6.7 Travel

Travel may be required to the St. Julians Creek Detachment as required by the COR to provide oversight. (CDRL A005, DI-MISC-81943T)

6.8 Training

The Government requires Contractors to participate in certain mandatory training requirements. The COR will notify the Contractor of mandatory training as requirements arise. The training is posted through the Total Workforce Management System (TWMS) and completion is recorded when exiting the program appropriately. It is the responsibility of the Contractor to ensure that these training requirements are met and completed within the required timeframe. The training will be monitored by the Government for progression of completion. The mandatory training requirements at the time of this solicitation are identified in Table C-3.

Table C-3: Mandatory Training Requirements:

Course Name
Cybersecurity 101 (one-time requirement)
Personally Identifiable Information (PII)
Records Management
The Active Shooter
Antiterrorism Awareness
Operations Security
Controlled Unclassified Information (CUI)
Derivative Classification (once every 2 years)
Cyber Awareness Challenge
Physical Security (live instructor)
Counterintelligence Awareness (live instructor)

It is estimated that eight (8) to ten (10) hours per person annually will be required to complete the training.

The Contractor shall ensure all training required for each specific task area

identified in this PWS are completed prior to providing support.

6.9 Contractor Personnel Identification

IAW DFARS 211.106, there shall be a clear distinction between Government employees and service contractor employees. Contractor personnel identification safeguards are necessary to avoid potential conflicts of interest and other problems caused by inadvertent disclosure of proprietary or other sensitive information to non-Government personnel.

6.9.1 Visual Identification at a Distance

All Contractor personnel must be readily distinguishable from Government personnel through the use of items that clearly identify them at a distance (e.g. through the use of color, stenciling, clothing, hats, lanyards or some other means).

6.9.2 Display of ID Badges

Contractor personnel shall wear Government issued ID badges (i.e. Common Access Cards (CACs)) at all times when performing work under this task order at a Government site, including while attending Government meetings and conferences that may take place outside the Government facility. Unless otherwise specified in the task order, each Contractor employee shall wear the ID badge in a conspicuous place on the front of exterior clothing and above the waist except when safety or health reasons prohibit such placement.

Personnel may be challenged and removed from the work area or denied access to the host installation if the ID badge is not worn.

6.9.3 Loss and Return of ID Badges

In the event that a Contractor employee damages or loses his or her ID badge, The Contractor shall report the lost or damaged ID badge within two (2) working hours of damage or loss.

The Contractor shall return all Government-furnished ID badges to the Government either within 24 hours of the completion of the task order or upon termination of an individual's employment, whichever comes first.

Contractor personnel failing to return their Government ID badge are subject to criminal charges under United States Code (USC) Title 18, Chapter 1, Section 499 and 701.

6.9.4 Identification in Communication

In addition, all Contractor personnel must clearly identify themselves as a Contractor employee when interacting with Government personnel through electronic means such as e-mail, to include identifying the company name in the signature line. Contractor employees shall identify themselves as contractor personnel by introducing themselves or being introduced as contractor personnel. Contractor personnel shall appropriately identify themselves as contractor employees in telephone conversations and in all formal and informal written correspondence.

7.0 GOVERNMENT PROPERTY MADE AVAILABLE FOR CONTRACTOR USE

7.1 Equipment

Government property shall not be removed from the installation.

7.1.1 MHE

Standard Warehouse Equipment necessary to perform material management and movement will be provided by the Government, including MHE up to 36,000lbs. The Contractor shall also be required to operate hand trucks, pallet jack, banding, and packaging equipment.

7.1.2 Vehicles

Vehicles necessary to perform material movement will be provided by the Government including pickup trucks (5-Ton trucks), flatbeds, and vans. Vehicles will be automatic or manual type transmission; with the inclusion of air brakes.

7.1.3 Insurance

In accordance with FAR Clause 52.228-5 and NAVSEA Clause C-228-H002, the Contractor shall obtain and maintain insurance for vehicles and equipment it operates. Proof of insurance shall be provided prior to operation of any vehicle or equipment that requires insurance.

7.1.4 Damages

The Contractor shall be responsible for damages caused by negligence when operating

Government property.

7.1.5 Accidents

The Contractor shall notify the COR immediately after the occurrence of all accidents and incidents resulting in either personal injury, loss of life, impact to the environment or property damage to a Government facility or equipment

7.1.6 Licenses

The Contractor shall ensure that all contractor personnel are licensed on all equipment and vehicles that they are required to operate. The Contractor shall provide training and ensure personnel are trained and certified to operate MHE equipment to the COR. Copies of the training certificates will be provided when each employee receives a new, modified, updated, expired or revoke license and prior to operation of any vehicle or equipment (CDRL A004, DI-MGMT-82087T).

7.1.7 Communication devices

The Government may provide communication devices as required for MVOs or for remote locations where landlines may not exist. If provided, the devices must be checked out and in daily.

7.2 Computers

NMCI computers and automated systems for record management, such as material scanners for Proof of Delivery documents will be made available as required. If provided, the devices must be returned prior to the end of the workday.

7.3 Workspace

Government will provide workspace, telephone, computer, and office supplies to meet the requirements of this PWS.

7.4 Consumable Material

Government will provide consumable materials needed for the performance of the effort.

7.5 Photographic Equipment

The Government will provide equipment (i.e. cameras) necessary to support any photographic requirements.

7.6 Appropriate Use

Contractor and any employee or consultant of the Contractor is prohibited from using US Government facilities; equipment and/or information for any purpose except as specifically described herein and related to this task order. Contractor personnel shall not divulge or release data or information developed or obtained in performance of this task order until made public by the Government, except to authorized Government personnel. The Contractor shall not use, disclose, or reproduce proprietary data other than as required in the performance of this task order.

8.0. GOVERNMENT FURNISHED PROPERTY (GFP)

There will be no GFP, Government Furnished Equipment (GFE), or Government Furnished Material (GFM).

9.0 TRANSITIONAL SUPPORT

9.1 Transition Phase In

A transition Phase In meeting will be held at NUWCDIVNPT wherein details of the transition plan will be formalized. The meeting time and date will be mutually agreed to by both parties.

9.2 Transition Phase Out

The Contractor shall during the transition phase-out period, provide a Phase-Out Transition Plan and support required to ensure the orderly transition of all support and transitional planning necessary to commence uninterrupted operation by the follow-on service provider (CDRL A008, DI-MGMT-81945).

10.0 SECURITY REQUIREMENTS

Cybersecurity Directives:

- (a) DoD Instruction 8500.01, Cybersecurity
- (b) DoD Directive 8140.01, Cyberspace Workforce Management
- (c) DoD Manual 8570.01-M, Information Assurance Workforce Improvement Program, Change 4
- (d) SECNAV Instruction 5239.20, DON Cybersecurity/Information Assurance Workforce Management, Oversight and Compliance
- (e) SECNAV M-5239.2, DON Information Assurance Workforce Management Manual

(f) SECNAV Instruction 1543.2 Cyberspace/Information Technology Workforce Continuous Learning

Industrial Security Directives:

- (a) DoD 5220.22-M Change 1 (CH 1), National Industrial Security Program Operating Manual (NISPOM)
- (b) DoDI 5220.22-R, Industrial Security Regulation
- (c) DoDI 5220.22, National Industrial Security Program (NISP)

Information Security Directives:

- (a) DoDM 5200.01 Vol. 1-4, DoD Information Security Program
- (b) SECNAV M-5510.36, DON Information Security Program
- (c) NAVSEAINST 5510.1C, Security Program Instruction

Privacy Act/PII Directives:

- (a) OMB M-17-12, Preparing for and responding to a breach of Personally Identifiable Information
- (b) DoDD 5400.11, DOD Privacy Program
- (c) SECNAVINST 5211.5E, Department of the Navy (DON) Privacy Act (PA) Program
- (d) NAVSEAINST 5211.2B, Naval Sea Systems Command Privacy Program

Communications Security Directives:

- (a) DOD Instruction 8523.01, Communications Security (COMSEC)
- (b) CNSSI 4005, Safeguarding Communication Security (COMSEC) Facilities and Materials

Personnel Security Directives:

- (a) DoD Instruction 5200.02 Change 1, DoD Personnel Security Program
- (b) SECNAV M-5510.30, DON Personnel Security Program

Operations Security Directives:

- (a) DoDDIR 5205.02E, DoD Operations Security (OPSEC) Program
- (b) SECNAVINST 3070.2, DON Operations Security (OPSEC) Program
- (c) OPNAVINST 3432.1A, Operations Security
- (d) NAVSEAINST 3432.1A, NAVSEASYS COM Operations Security Policy Instruction
- (e) NAVSEAINST 2200.1, NAVSEASYS COM Photographic, Audible Recording and Portable Electronic Devices Policy

Physical Security Directives:

- (a) DoD 5200.08-R, CH 1, Physical Security Program

Common Access Card (CAC) Directives:

- (a) DoD Manual 1000.13, Volumes 1-2, DoD Identification (ID) Cards
- (b) DoD Instruction 5200.46, DoD Investigative and Adjudicative Guidance for Issuing the Common Access Card
- (c) FIPS Publication 201-2, Personal Identity Verification (PIV) of Federal Employees and Contractors
- (d) CNO Ltr Ser N09N2/11U213200, DON Implementation of Homeland Security Presidential Directive

Homeland Security Presidential Directive (HSPD-12) requires government agencies to develop and implement Federal security standards for Federal employees and contractors. The Deputy Secretary of Defense Directive-Type Memorandum (DTM) 08-006-DoD Implementation of HSPD-12 dated November 26, 2008 (or its subsequent Department of Defense instruction) directs implementation of HSPD-12. This section is in accordance with HSPD-12 and its implementing directives.

Contractors performing on Naval Undersea Warfare Center Division, Keyport (NUWC DIV KPT)/Naval Sea Logistics Center (NAVSEALOGCEN) contracts are required to successfully obtain and maintain (to include periodic reinvestigations) background

investigations and clearances (if required) commensurate to contractor work performance and/or environment. Contract personnel investigation and adjudication records are subject to oversight by the Security Manager (SM) via the establishment of a "servicing" relationship with the records in the Joint Personnel Adjudication System (JPAS), Department of Defense (DoD) system of record for personnel security management. Contractor personnel unable to successfully obtain or maintain the appropriate investigation or necessary clearance shall immediately, upon notification from Facility Security Officer (FSO), will vacate the installation or performance location. The Contracting Officer, Contracting Officer's Representative (COR) and the Security Contracting Officer shall be notified of any such vacancy.

10.1 Applicability

These security requirements apply to contractor employees requiring physical access to any area of a federally controlled installation, facility or activity and/or requiring access to a Department of Navy (DON) or DoD computer/network/system to perform certain unclassified sensitive duties. These security requirements also apply to contractor employees who access Privacy Act Information of 1974, as amended in 5 U.S.C. 552a, and provide support associated with performing duties that have been identified by DON as National Security Position, as advised by the command security manager. It is the responsibility of the responsible Facility Security Officer/Representative of the command/facility where the work is performed to ensure compliance.

Each Contractor employee providing services at a government site location and/or requires access to a DoN computer/system under this contract, is required to obtain a DoD Common Access Card (CAC). Additionally, depending on the level of computer/network access, the Contractor employee will require a successful background investigation as detailed below.

10.2 Access to Federal Facilities

Per HSPD-12 and implementing guidance, all Contractor employees working at a federally controlled installation, facility, or activity under this section and who require access to a DoN Information Technology (IT) system will require a DoD CAC. When access to a military installation, facility or activity is required Contractor employees shall in-process with the Command Security Manager upon arrival to the Command, and shall out-process prior to their departure at the completion of the individual's performance under the contract.

The Contractor shall provide a personnel roster of all Prime and Subcontractor personnel and submit to the COR and Security Contracting Officer via e-mail no later than 30 business days following award which shall be updated monthly and when changes occur.

Access to Government facilities/installations is at the discretion of the Government. The Government reserves the right to rescind access at any time. In each instance when Contractors are terminated, separated or the contract is at the end date, the Contractor Manager or FSO shall ensure the prompt return of any issued items to the Government issuer (e.g. Government property, Government-owned keys, CACs, and/or issued identification picture badges).

10.3 Access to DOD Information Technology Systems

In accordance with SECNAV M-5510.30, Contractor employees who require access to DoN or DoD networks are categorized as one of three levels. IT-I which is the Highest level designated as critical sensitive, IT-II designated as Non-critical sensitive, or IT-III designated as Non-sensitive. The IT-II level, defined in detail in SECNAV M-5510.30, includes positions which require access to information protected under the Privacy Act or other controlled unclassified information (CUI).

All Contractor employees under this contract who require access to Privacy Act or CUI protected information are therefore categorized no lower than IT-II. IT Levels are

determined by the requiring activity's Command Information Systems Security Manager (ISSM).

Contractor employees requiring privileged or IT-I level access, (when specified by the terms of the contract) require a fully adjudicated Single Scope Background Investigation (SSBI/T5) which is a higher-level investigation than the National Agency Check with Law and Credit (NACLC/T3) described below.

Due to the privileged system access, a SSBI/T5 suitable for high risk public trust positions is required. Individuals who have access to system control, monitoring, or administration functions (e.g. system administrator, database administrator) identified by the ISSM will be required to complete all mandatory training prior to accessing or operating a DoN/DoD IT system.

Access to sensitive IT systems is contingent upon a favorably adjudicated background investigation. When access to IT systems is required for performance of the Contractor employee's duties, such employees shall in process with the Command Security Manager and ISSM upon arrival to the Command, and shall out-process prior to their departure at the completion of the individual's performance under the contract. Completion and approval of a System Authorization Access Request Navy (SAAR-N) form is required for all individuals accessing Navy Information Technology resources. The decision to authorize access to a government IT system/network is inherently governmental. The Contractor supervisor is not authorized to sign the SAAR-N; block 16 shall be signed by the COR or Contracting Officer.

The SAAR-N shall be forwarded to the Command Security Manager to allow a seven (7) day processing timeframe prior to the individual's start date. Failure to provide the required documentation in the specified amount of time may result in delaying the individual's ability to perform tasks related to computer access, and thus their ability to perform under this contract.

When required to maintain access to required IT systems or networks, the Contractor shall ensure that all employees requiring access complete annual Information Assurance (IA) training, and maintain a current requisite background investigation. The Contractor's Security Representative shall contact the Command Security Manager for guidance when reinvestigations are required.

10.4 Interim Access

The Command Security Manager may authorize issuance of a DoD CAC and interim access to a DoN or DoD unclassified computer/network at the IT II level or below upon a favorable review of the investigative questionnaire and advance favorable fingerprint results. If the final results of the investigation are received and a favorable determination is not made, the Contractor employee working on the contract under interim access will be denied access to the computer network and this denial will not relieve the contracting company of their responsibility to provide appropriate personnel.

10.5 Denial or Termination of Access

The potential consequences of any requirement under this section including denial or termination of physical or system access in no way relieves the Contractor from the requirement to execute performance under the contract within the timeframes specified in the contract. Contractors shall plan ahead in processing their employees and subcontractor employees. The Contractor shall insert this section in all subcontracts when the subcontractor is permitted to have classified/unclassified access to a federally controlled facility, federally-controlled information system/network and/or to government information, meaning information not authorized for public release.

The Contractor FSO shall report reportable derogatory Contractor information and behaviors that bring into question an individual's trustworthiness, judgment, and

reliability to protect classified information to the Department of Defense Central Adjudication Facility (DoD CAF) via a JPAS incident report in accordance with the National Industrial Security Program Operating Manual (NISPOM). Contractor shall also notify the Contracting Officer, COR, and Security Contracting Officer of such information or behavior. Upon receipt of derogatory information, the Contracting Officer will consult with the Commanding Officer and Security Manager to determine based on the facts, whether a Contractor's continued access to classified material, IT system, or government facility is in the best interest of the government. All Contractor performance issues associated with the contract will only be addressed to the contracting company by the Contractor Officer.

Access to Government facilities/installations is at the discretion of the Government. The Government reserves the right to rescind access at any time. In each instance when Contractor employees are terminated, separated or the contract is at the end date, the Contractor Manager or FSO shall ensure the prompt return of any issued items to the Government issuer (e.g. Government property, Government-owned keys, CACs, and/or issued identification picture badges).

Standards for Wearing CACs/Badges. Contractor employees who have been issued CACs and/or badges shall wear them at all times on outer garments above the waist and removed when exiting the installation. CACs or badges shall not be worn outside the installation nor used as personal identification.

10.6 Contractor's Security Representative

The Contractor shall designate an employee to serve as the Contractor's Security Representative. Within three work days after contract award, the Contractor shall provide to the requiring activity's Security Manager and the Contracting Officer, in writing, the name, title, Email address and phone number for the Contractor's Security Representative. The Contractor's Security Representative shall be the primary point of contact on any security matter. During contract performance, the Contractor's Security Representative shall not be replaced or removed without prior notice to the Contracting Officer and Security Contracting Officer.

10.7 Background Investigation Requirements and Security Approval Process for Contractors Assigned to National Security Positions or Performing Sensitive Duties

The Command security policy requires that all positions be given a sensitivity value based on level of risk factors to ensure appropriate protective measures are applied. The Command recognizes Contractor employees under this contract as Non-critical Sensitive (IT-II) when the contract scope of work requires physical access to a federally controlled installation, facility, or activity and/or requiring access to a DoD computer/network, to perform unclassified but sensitive duties. At a minimum, each Contractor employee must be a US citizen and have a favorably completed NACLIC/T3 to obtain a favorable determination for assignment to a non-critical sensitive or IT-II position. The NACLIC/T3 consists of a standard NAC and FBI fingerprint checks plus law enforcement checks and credit check. Each Contractor employee filling a non-critical sensitive or IT-II position is required to have completed:

1. SF-86 Questionnaire for National Security Positions (or equivalent OPM investigative product)
2. Two FD-258 Applicant Fingerprint Cards (or an electronic fingerprint submission)
3. Original Signed Release Statements

Failure to provide the required documentation at least 30 days prior to the individual's start date shall result in delaying the individual's start date. Background investigations shall be reinitiated as required ensuring investigations remain current (not exceeding 10 years) throughout the contract performance period. The Contractor's Security Representative shall contact the Command Security Manager for guidance when reinvestigations are required.

Regardless of their duties or IT access requirements, ALL Contractor employees shall in-process with the Command Security Manager upon arrival to the organization, and shall out-process prior to their departure at the completion of the individual's performance under the contract. Employees requiring IT access shall also check-in and check-out with the Command ISSM. Completion and approval of a SAAR-N form is required for all individuals accessing Navy Information Technology resources. The SAAR-N shall be forwarded to the Command Security Manager at least 7 days prior to the individual's start date. Failure to provide the required documentation at least 7 days prior to the individual's start date may result in delaying the individual's start date.

Contractor employees shall accurately complete the required investigative forms prior to submission to the Command Security Manager. The Command's Security Manager will review the submitted documentation for completeness prior to submitting it to the Office of Personnel Management (OPM). Suitability/security issues identified by the Command Security Manager may render the Contractor employee ineligible for the assignment. An unfavorable determination made by the Command is final (subject to SF-86 appeal procedures) and such a determination does not relieve the Contractor from meeting any contractual obligation under the contract. The Command Security Manager will forward the required forms to OPM for processing. Once the investigation is complete, the results will be forwarded by OPM to the DON CAF for a determination.

If the Contractor employee already possesses a current favorably adjudicated investigation, the Contractor shall submit a Visit Authorization Request (VAR) via the Joint Personnel Adjudication System (JPAS) to Security Managers Office (SMO) 655384, or a hard copy VAR directly from the Contractor's Security Representative. Although the Contractor will take JPAS "Owning" role over the Contractor employee, the Command will take a JPAS "Servicing" role over the Contractor employee during the hiring process and for the duration of assignment under that contract. The Contractor shall include the IT Position Category per SECNAV M-5510.30 for each employee designated on a VAR. The VAR requires annual renewal for the duration of the employee's performance under the contract.

10.8 Command All Shred Policy

Contractor shall dispose of all unclassified paper whether generated within or received from outside sources through shredding or placement in a command designated shred bin on a daily basis to eliminate unauthorized disclosure of Privacy Act, PII, FOUO information, or other types of CUI. This includes but is not limited to reports, briefings, meeting notes, memos, sticky notes, user manuals, working papers, and operating instructions. Newspapers, magazines, and shipping/laminated paper can be placed in recycle bins only. Brown paper bags (burn bags) and recycle bins are not authorized for storing or accumulation of unclassified office paper.

10.9 General Security Requirements

Contractor employees embedded in government work spaces will be included in the command security education program per SECNAV M-5510.36 (11-4.2.a) and must complete prescribed DoD/DoN training requirements.

Subcontracting. Contractor shall immediately notify the Contracting Officer and Security Contracting Officer prior to subcontracting and submit a copy of the sub-contract DD254 if applicable.

Security Inspections. Command security inspections shall occur annually and the Department Heads and CORs shall be informed of inspection results. Security inspections will include all embedded Contractor personnel working in government facilities. Unannounced security spot-checks of departments shall occur throughout the year and are at the discretion of the Government.

Foreign Interests. Contractors with defined Foreign Interests (a Facility that is owned, controlled, or influenced by foreign interests) will ensure adherence to DoD

and DON regulations, directives and policies. Full disclosure to the Contracting Officer, COR, and Security Contracting Officer is required.

11.0 SAFETY

The Contractor shall comply with the latest applicable federal and state laws, regulations and management plans and requirements regarding occupational safety and health. In the event that safety laws, regulations or requirements change during the term of the task order, the Contractor is required to comply as such laws come into effect. While working on government facilities the Contractor shall follow all regulations and guidance for workplace safety and wear required personal protection equipment.

11.1 Personal Protective Equipment (PPE)

The Contractor shall require their personnel to wear PPE that includes but is not limited to safety shoes or safety boots, hearing protection, eye protection, gloves, aprons, masks, face shields, reflective vests, safety harnesses IAW OSHA standards and local Government facility requirements.

Contractor shall furnish all PPE required by OSHA specific to the work being performed.

12.0 NOTIFICATION OF PERSONNEL CHANGES

The Contractor shall notify the COR and Contracting Officer and local Security Office/Pass & ID of any change in access requirements for its employees no later than 24 hours after any personnel change occurs. This includes name changes, resignations, terminations, and transfers. The Contractor shall provide the following information: full name, social security number, effective date, and reason for change.

13.0 NON-DISCLOSURE AGREEMENT

The Contractor shall sign and return to the Contracting Officer, one version of the Non-Disclosure Statement (NDA), Appendix C on behalf of the company, and shall also ensure that all staff assigned to, including all subcontractors and consultants, performing work on this task order execute and adhere to the terms of the non-disclosure statement, protecting the procurement sensitive information of the Government and the proprietary information of other Contractors. Assignment of staff who have not executed this statement or failure to adhere to this statement shall constitute default on the part of the Contractor. Individual Contractor employee NDA's shall be made available to the Government Contracting Officer or COR upon request.

14.0 CONFIDENTIALITY

Work on this TO may require some access to Privacy Act Information. Such access shall require adherence to the Privacy Act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations. Contractor personnel shall not divulge or release data or information developed or obtained in performance of this task order until made public by the Government, except to authorized Government personnel. The Contractor shall not use, disclose, or reproduce proprietary data other than as required in the performance of this task order.

APPENDIX A: TABLE OF DELIVERABLES

CDRL	Title	Frequency	Due Date	Para Ref.	DID
A001	Report of Shipping (item) and packaging discrepancy	As Required	Data will be submitted within two business days of identification of deficient material.	5.1.7.2, 5.2.13	DI-MGMT-80503T
A002	Quality Deficiency Report	As Required	Data will be submitted within two business days of identification	5.1.7.3	DI-QCIC-80736T

			of deficient material.		
A003	Report Of Receipts, Inventory, Adjustments And Shipment Of Government Property	As Generated	As Generated	5.1.8, 5.1.9, 5.1.10, 5.2.5, 5.3.2	DI-MGMT-80442T
A004	Contractor's Material Handling Equipment	As Required	Before MHE Operations, Qualification of New Personnel and as requested by COR.	5.2.4, 5.5.4, 5.8.1, 5.8.3, 7.1.6	DI-MGMT-82087T
A005	Trip/Travel Report	As Required	10 Business Days after completion of travel.	6.7	DI-MISC-81943
A006	Status Report	Monthly	45 days after award of task order and 15 days after the 1st of each month	5.1.1, 5.2.2, 5.2.7, 5.3, 5.5.6, 5.6, 5.11.2, 5.12, 6.5.5	DI-MGMT-81991-T
A007	Management Plan	One Time	30 Days after Award	6.5.2, 6.5.3, 6.5.4	DI-MGMT-80004A
A008	Phase Out Transition Plan	One Time	90 Days prior to end of period of performance	9.2	DI-MGMT-81945
A009	Quality Assurance Program Plan	One Time	20 Days after Award	6.4.2	DI-QCIC-81794

APPENDIX B: PERFORMANCE REQUIREMENTS SUMMARY

PWS Paragraph	Performance Objective	Performance Standard	Monitoring Method	Acceptable Quality Level (AQL)	Incentive
5.0 and subparagraphs	Contractor submits deliverables /CDRLs by the required due date.	On-Time Delivery	100% review of contractor deliverable receipt dates against due dates.	Contractor submits 98% of all task order deliverables on time	Positive /Negative performance evaluation
5.0 and subparagraphs	Contractor is responsive to all Government phone calls and emails related to daily operations and follow up to customer requests.	Contractor responds to Government requests within 2 business days.	100% review of Contractor response to requests.	Contractor responds to all requests within 2 business days 98% of the time.	Positive /Negative performance evaluation
5.0 and subparagraphs	Contractor accurately input required transactions into Navy ERP IAW DOC 3.2 Table C-1	Accurate transactions in Navy ERP.	Monthly 5% random sampling of Navy ERP transactions.	Contractor inputs accurate data into Navy ERP 98% of the time.	Positive /Negative performance evaluation
5.2.4, 5.5.4, 5.8.1, 5.8.3, 7.1.6	Contractor provide trained and licensed material	Continuous Contractor support for MHE and vehicle driving that	100% review of all Contractor employee licenses.	Contractor have personnel available with	Positive /Negative performance evaluation

	handling equipment (MHE) and motor vehicle operators.	does not delay the receipt, issue, delivery of material		licenses for MHE and vehicles during all hours of operation	
5.1-5.5	Key Supporting Documents (KSDs) substantiate transactions and provide proof the transactions have been properly recorded in the APSR	KSDs are complete and accurate with required information, signed by authorized Government Responsible Officer (RO) and attached to Navy ERP transactions	Monthly spot checks, audits and feedback from customers.	Standard is met 98% of the time.	Positive /Negative performance evaluation
5.3.7, 5.5.4	Receive and deliver Issue Priority Group (IPG) 1 or like identified material.	IPG 1 or like identified material is received and delivered to on-base customer within the time specified in the PWS paragraphs.	Monthly Government review of requests and feedback from customers.	Standard is met 98% of the time.	Positive /Negative performance evaluation
5.3.7, 5.5.4	Receive and deliver IPG 2 and IPG 3 or like identified material.	IPG 2 and IPG 3 or like identified material is received and delivered to on-base customer within the time specified in the PWS paragraphs.	Monthly Government review of requests and feedback from customers.	Standard is met 98% of the time.	Positive /Negative performance evaluation
5.3.6	Follow-up on overdue Commercial orders to track deliveries and to identify delinquent deliveries	Maintain an up-to-date Navy ERP file on each delinquent delivery that may affect a change in the order/contract, etc., and the latest estimated transportation service delivery date	Monthly Government review of Navy ERP file, and feedback from customers	Standard is met 98% of the time	Positive /Negative performance evaluation
5.4	Warehouse storage is systematic and orderly to ensure utilization of available space consistent with protection of material in	Warehouse storage is orderly and material is properly secured.	Monthly Government review and feedback from customers	Standard is met 98% of the time	Positive /Negative performance evaluation

	storage.				
5.3.3, 5.3.6, 5.3.7, 5.5, 5.5.3, 5.5.4	Conduct local delivery and pick-up of material.	Delivery and pick-up material and on-time	Monthly Government review of requests, and feedback from customers.	Standard is met 98% of the time	Positive /Negative performance evaluation
5.1	Perform safe handling and transport of material and equipment.	Material and equipment is not damaged and no personnel are injured.	Monthly Government spot-check of material and equipment. Feedback from customers	Standard is met 98% of the time	Positive /Negative performance evaluation
5.5.2	Hazardous material is properly shipped	Hazardous material shipments are properly packaged and certified.	Monthly Government review of requests, and feedback from customers.	Standard is met 98% of the time	Positive /Negative performance evaluation
5.7	Material is properly disposed	Defense Logistics Agency (DLA) Disposition Services is utilized to dispose of material that is deemed by the Government as scrap, expired shelf life, or excess material and (DLRs), will be screened via eRMS	Monthly Government review of requests, and feedback from customers.	Standard is met 98% of the time	Positive /Negative performance evaluation
5.7.2	Material is properly excessed	Material is screened, segregated, and processed for onsite reutilization, turn-in of repairables, or prepare for shipment to the nearest DLA Disposition Services facility using ETIDs.	Monthly Government review of requests, and feedback from customers.	Standard is met 98% of the time	Positive /Negative performance evaluation

APPENDIX C: NON-DISCLOSURE AGREEMENT FOR CONTRACTOR EMPLOYEES AND SUBCONTRACTORS

I, ____, am an employee of or a subcontractor to ____, a Contractor acting under contract to the Naval Sea Logistics Center under Prime Contract No. ____, through Task Order _____. I understand that in the performance of this task, I may have access to sensitive or proprietary business, technical, financial, and/or source selection information belonging to the Government or other Contractors. Proprietary information includes, but is not limited to, cost/ pricing data, Government spend plan data, Contractor technical proposal data, independent government cost estimates, negotiation strategies and Contractor data presented in negotiations, contracting plans and statements of work. I agree not to discuss, divulge, or disclose any such information or data to any person or entity except those persons directly concerned with the performance of this delivery order. I have been advised that the unauthorized disclosure, use or negligent handling of the information by me could cause irreparable injury to the owner of the information. The injury could be source sensitive

procurement information of the government or proprietary/trade secret information of another company.

I understand that the United States Government may seek any remedy available to it to enforce this Agreement, including, but not limited to, application for a court order prohibiting disclosure of information in breach of this agreement. Court costs and reasonable attorney fees incurred by the United States Government may be assessed against me if I lose such action. I understand that another company might file a separate claim against me if I have misused its proprietary information.

In the event that I seek other employment, I will reveal to any prospective employer the continuing obligation in this agreement prior to accepting any employment offer. The obligations imposed herein do not extend to information/data which:

- a. is in the public domain at the time of receipt or it came into the public domain thereafter through no act of mine;
- b. is disclosed with the prior written approval of the NAVSEALOGCEN designated Contracting Officer;
- c. is demonstrated to have been developed by , or me independently of disclosures made hereunder;
- d. is disclosed pursuant to court order, after notification to the NAVSEALOGCEN designated Contracting Officer;
- e. is disclosed inadvertently despite the exercise of the same reasonable degree of care a party normally uses to protect its own proprietary information.

I have read this agreement carefully and my questions, if any, have been answered to my satisfaction.

.....
 (Printed Name of Employee or Subcontractor) Date

.....
 (Signature) Organization Date

.....
 (Witness Signature) Date

CRIMINAL PENALTIES.

Violating the prohibition on disclosing or obtaining information described in this non-disclosure agreement procurement may result in confinement for up to five years and a fine if done in exchange for something of value, or to obtain or give a competitive advantage.

CIVIL PENALTIES.

a. The Attorney General may take civil action for wrongfully disclosing or obtaining information described in this non-disclosure agreement, failing to report employment contacts, or accepting prohibited employment.

b. Civil penalty is up to \$50,000 (individuals) and up to \$500,000 (organizations) plus twice the amount of compensation received or offered.

Section J ATTACHMENT 6: JOB DESCRIPTIONS for ATTACHMENT 6 GOVERNMENTS ESTIMATED LEVEL OF EFFORT

NOTE: This document is provided as a supplement to the Government's Estimated Level of Effort only.

Offerors are required to propose the labor categories, experience, training, licenses, and education to successfully provide the support while complying with all applicable labor laws and Service Contract Labor Standards.

1.0 MANAGER, LOGISTICS/PROGRAM/PROJECT (BLS SOC 11-3071)

1.1 Job Description

The Program Manager is responsible for managing the task order and all associated tasks. This person shall be the single technical point of contact to the Government and to the NAVSEALOGCEN Managers. He/she should be skilled in writing and validating technical reports, analyzing metrics, and identifying areas for improvement. This person should demonstrate good problem solving skills and have experience overseeing accomplishments of multiple tasks.

Required Experience: Five or more years in a related field.

Desired Education: A four-year degree in a business, logistics, or related field. Offerors may substitute Eight or more years of experience in a related field for this "desired" education.

Training, Certification, and Licenses: All labor categories under this requirement, with the exception of the "Material Handler" labor category, may be required to operate the motor vehicles and MHE described in Section C of this solicitation. Accordingly, all personnel in these labor categories will be required to have all necessary training, certifications, and/or licenses required to operate these motor vehicles and MHE within 30 days of their start date under the resulting task order.

2.0 SENIOR LOGISTICIAN (BLS SOC 13-1081)

2.1 Job Description

This position performs technical logistical management in the areas of receiving, sorting, counting, weighing, packaging, and unpacking material; inventory shipped or received; loading/unloading trucks and delivering to customer; verify shipments by confirming material, quantities, destination, and method of delivery; recording materials moved or handled with Navy ERP; storage and organization of material; disposition efforts including obtaining and maintaining ETIDS and eRMS access and screen material for proper disposition; provide guidance to contractor's supply technicians, material coordinators, warehouse specialists, and shipping/receiving clerks. Assignments require cross training and performing tasks in other work areas as needed and training fellow contractors on the same.

2.1.1 Should have knowledge or expertise with ERP/SAP Warehouse Management; standard warehouse processes; commercial and DOD packaging requirements; business rules; adherence to SOPs and governing supply systems, programs, policies, nomenclature, work methods, manuals, or other established guidelines. The Senior Logistician enters data into Navy ERP for accountability; performs inventory audits and provides subsequent inventory and metrics reports; responds to computer output instructions or error conditions and resolves common error conditions; documents all errors related to orders shipped and received and files claims with manufacturers for defective goods; performs causative research to bring frustrated material to accurate record; creates, executes, and monitors through completion shipping documents such as Commercial and Government Bills of Lading; and operates a manually controlled, gasoline, electric or liquid propane gas powered MHE to transport goods and materials of all kinds about a storage facility. They ensure attachment of tags, labels and/or markings to materials.

Required Experience: Three or more years in a related field.

Desired Education: A four-year degree in a business, logistics, or related field. Offerors may substitute Five or more years of experience in a related field for this "desired" education.

Training, Certification, and Licenses: All labor categories under this requirement,

with the exception of the "Material Handler" labor category, may be required to operate the motor vehicles and MHE described in Section C of this solicitation. Accordingly, all personnel in these labor categories will be required to have all necessary training, certifications, and/or licenses required to operate these motor vehicles and MHE within 30 days of their start date under the resulting task order.

3.0 SUPPLY TECHNICIAN (SCA OCCUPATIONAL CODE 01410)

3.1 Job Description

This position performs limited aspects of technical supply management work (e.g., inventory management, storage management, cataloging, and property utilization) related to depot, local, or other supply activities. Work usually is segregated by commodity area or function, and controlled in terms of difficulty, complexity, or responsibility. Assignments usually relate to stable or standardized segments of technical supply management operations; or to functions or subjects that are narrow in scope or limited in difficulty. The work generally involves individual case problems or supply actions. This work may require consideration of program requirements together with specific variations in or from standardized guidelines. Assignments require: (a) a good working knowledge of the governing supply systems, programs, policies, nomenclature, work methods, manuals, or other established guidelines; (b) an understanding of the needs of the organization serviced; and (c) analytical ability to define or recognize the dimension of the problems involved, to collect the necessary data to establish the facts, and take or recommend action based upon application or interpretation of established guidelines.

3.1.1 This labor category performs clerical and physical tasks in connection with receiving, managing, and shipping goods; recording transactions into automated systems such as Navy ERP or Microsoft Office. Performs day-to-day, routine tasks, follows established guidelines. When handling unusual non-routine problems, receives specific guidance from supervisor or other officials. May direct and coordinate the activities of other workers engaged in handling goods to be shipped or being received.

3.1.2 Shipping duties typically involve the following: Verifying that orders are accurately filled by comparing items and quantities of goods gathered for shipment against documents; proper document preparation, insuring that shipments are properly packaged, identified with shipping information, and loaded into transporting vehicles; and preparing and keeping records of goods shipped, e.g., manifests, bills of lading.

3.1.3 Receiving duties typically involve the following: Verifying the correctness of incoming and outgoing shipments by comparing items and quantities unloaded or received against bills of lading, invoices, manifests, storage receipts, or other records; checking for damaged goods; insuring that goods are appropriately identified for routing to departments within the establishment; preparing and keeping records of goods received or shipped.

3.1.4 Operates a light truck (Straight truck, less than 1 1/2 tons, and usually 4 wheels), passenger vehicle and manually controlled forklift to transport goods and materials of all kinds on base and about a storage facility.

Required Experience: Two or more years in a related field.

Desired Education: High School Diploma.

Training, Certification, and Licenses: All labor categories under this requirement, with the exception of the "Material Handler" labor category, may be required to operate the motor vehicles and MHE described in Section C of this solicitation. Accordingly, all personnel in these labor categories will be required to have all necessary training, certifications, and/or licenses required to operate these motor vehicles and MHE within 30 days of their start date under the resulting task order.

4.0 MATERIAL COORDINATOR (SCA OCCUPATIONAL CODE 21030)

4.1 Job Description

The Material Coordinator coordinates and expedites flow of material, parts, and assemblies within or between departments IAW production and shipping schedules or department supervisors' priorities. The Material Coordinator reviews production schedules and confers with department supervisors to determine material required or overdue and to locate material, requisitions material and establishes delivery sequences to departments according to job order priorities and anticipated availability of material. Arranges for in-plant transfer of materials to meet production schedules, and with department supervisors for repair and assembly of material and its transportation to various departments, and examines material delivered to production departments to verify if type specified.

May monitor and control movement of material and parts along conveyor system, using remote-control panel board; compute amount of material needed for specific job orders, applying knowledge of product and manufacturing processes and using adding machine. Compile report of quantity and type of material on hand, move or transport material from one department to another, using hand or industrial truck; may compile perpetual production records in order to locate material in process of production, using manual or computerized system, and maintain employee records.

4.1.1 Should have knowledge or expertise of receipt control and staging of interim support items IAW requirements and evaluate materials for proper configurations to meet program requirements. Should have expertise in material management procedures to include reviewing supply transactions to ensure material requirements are met, inventory review to ensure support of production materials are met, tracking program assets, material procurements and inventory using government material management programs, ensure material is received and accurately recorded in inventory records, process material issue receipts, ensure materials are available according to delivery schedules or shipping schedules.

Required Experience: Two or more years in a related field.

Desired Education: High School Diploma.

Training, Certification, and Licenses: All labor categories under this requirement, with the exception of the "Material Handler" labor category, may be required to operate the motor vehicles and MHE described in Section C of this solicitation. Accordingly, all personnel in these labor categories will be required to have all necessary training, certifications, and/or licenses required to operate these motor vehicles and MHE within 30 days of their start date under the resulting task order.

5.0 WAREHOUSE SPECIALIST (SCA OCCUPATIONAL CODE 21410)

5.1 Job Description

The Warehouse Specialist performs a variety of warehousing duties that require an understanding of the establishment's storage plan. Work involves the following: verifying materials (or merchandise) against receiving documents, noting and reporting discrepancies and obvious damages, routing materials to prescribed storage locations; storing, stacking, or palletizing materials IAW prescribed storage methods, rearranging and taking inventory of stored materials, examining stored materials and reporting deterioration and damage, removing material from storage and preparing it for shipment. May operate hand or power trucks in performing warehousing duties.

5.1.1 Duties may include verifying materials against receiving documents, noting and reporting discrepancies and obvious damage; routing materials to prescribed storage locations; storing, stacking, or palletizing materials IAW prescribed storage methods; rearranging and taking inventory of stored materials; examining stored materials and reporting deterioration and damage; printing Navy ERP labels and applying to material; removing material from storage and preparing it for shipment, and recording transactions into Navy ERP.

5.1.2 Prepare material for local delivery by placing them in shipping containers, the specific operations performed being dependent upon the type, size, and number of units to be packed, the type of container employed, and method of shipment. Required

to identify various items of stock in order to verify content; selection of appropriate type and size of container; inserting items in container; using excelsior or other material to prevent breakage or damage; closing and sealing container; and applying labels or entering identifying data on container.

5.1.3 Conduct material inventory count to include identifying material stock number, part number, quantities, warehouse, and bin locations; verify physical to recorded locations and stock information. May be required to identify and resolve various storage and material issues toward development of accurate material stock information.

5.1.4 Operates a light truck (Straight truck, less than 1 1/2 tons, usually 4 wheels), passenger vehicle and manually controlled forklift to transport goods and materials of all kinds on base and about a storage facility.

Required Experience: One or more years in a related field.

Desired Education: High School Diploma.

Training, Certification, and Licenses: All labor categories under this requirement, with the exception of the "Material Handler" labor category, may be required to operate the motor vehicles and MHE described in Section C of this solicitation. Accordingly, all personnel in these labor categories will be required to have all necessary training, certifications, and/or licenses required to operate these motor vehicles and MHE within 30 days of their start date under the resulting task order.

6.0 SHIPPING/RECEIVING CLERK (SCA OCCUPATIONAL CODE 21130)

6.1 Job Description

The Shipping/Receiving Clerk performs clerical and physical tasks in connection with shipping goods of the establishment in which employed and receiving incoming shipments. In performing day-to-day, routine tasks, this worker follows established guidelines. In handling unusual non-routine problems, this worker receives specific guidance from supervisor or other officials. May direct and coordinate the activities of other workers engaged in handling goods to be shipped or being received. Shipping duties typically involve the following: verifying that orders are accurately filled by comparing items and quantities of goods gathered for shipment against documents; insuring that shipments are properly packaged, identified with shipping information, and loaded into transporting vehicles, and preparing and keeping records of goods shipped, e.g., manifests, bills of lading. Receiving duties typically involve the following: verifying the correctness of incoming shipments by comparing items and quantities unloaded against bills of lading, invoices, manifests, storage receipts, or other records, checking for damaged goods, insuring that goods are appropriately identified for routing to departments within the establishment, and preparing and keeping records of goods received.

Required Experience: One or more years in a related field.

Desired Education: High School Diploma.

Training, Certification, and Licenses: All labor categories under this requirement, with the exception of the "Material Handler" labor category, may be required to operate the motor vehicles and MHE described in Section C of this solicitation. Accordingly, all personnel in these labor categories will be required to have all necessary training, certifications, and/or licenses required to operate these motor vehicles and MHE within 30 days of their start date under the resulting task order.

7.0 MATERIAL HANDLER (SCA OCCUPATIONAL CODE 21050)

7.1 Job Description

This person will perform physical tasks to transport or store materials or

merchandise. Duties involve one or more of the following: manually loading or unloading freight cars, trucks, or other transporting devices; unpacking, shelving, or placing items in proper storage locations; or transporting goods by hand truck, cart, or wheelbarrow. Excluded from this definition are workers whose primary function involves: a. Participating directly in the production of goods (e.g., moving items from one production station to another or placing them on or removing them from the production process); b. Stocking merchandise for sale; c. Counting or routing merchandise; d. Operating a crane or heavy-duty motorized vehicle such as forklift or truck; e. Loading and unloading ships (alongshore workers); f. Traveling on trucks beyond the establishment's physical location to load or unload merchandise.

Required Experience: Zero to One or more years in a related field.

Desired Education: High School Diploma.

Training, Certification, and Licenses: N/A.

CLAUSES INCORPORATED BY FULL TEXT

C-202-H001 ADDITIONAL DEFINITIONS--BASIC (NAVSEA) (OCT 2018)

(a) Department - means the Department of the Navy.

(b) Commander, Naval Sea Systems Command - means the Commander of the Naval Sea Systems Command of the Department of the Navy or his duly appointed successor.

(c) References to The Federal Acquisition Regulation (FAR) - All references to the FAR in this contract shall be deemed to also reference the appropriate sections of the Defense FAR Supplement (DFARS), unless clearly indicated otherwise.

(d) National Stock Numbers - Whenever the term Federal Item Identification Number and its acronym FIIN or the term Federal Stock Number and its acronym FSN appear in the contract, order or their cited specifications and standards, the terms and acronyms shall be interpreted as National Item Identification Number (NIIN) and National Stock Number (NSN) respectively which shall be defined as follows:

(1) National Item Identification Number (NIIN). The number assigned to each approved Item Identification under the Federal Cataloging Program. It consists of nine numeric characters, the first two of which are the National Codification Bureau (NCB)

Code. The remaining positions consist of a seven digit non-significant number.

(2) National Stock Number (NSN). The National Stock Number (NSN) for an item of supply consists of the applicable four-position Federal Supply Class (FSC) plus the applicable nine-position NIIN assigned to the item of supply.

(End of Text)

C-204-H001 USE OF NAVY SUPPORT CONTRACTORS FOR OFFICIAL CONTRACT FILES (NAVSEA) (OCT 2018)

(a) NAVSEA may use a file room management support contractor, hereinafter referred to as "the support contractor", to manage its file room, in which all official contract files, including the official file supporting this procurement, are retained. These official files may contain information that is considered a trade secret, proprietary, business sensitive or otherwise protected pursuant to law or regulation, hereinafter referred to as "protected information". File room management services consist of any of the following: secretarial or clerical support; data entry; document reproduction, scanning, imaging, or destruction; operation, management, or maintenance of paper-based or electronic mail rooms, file rooms, or libraries; and supervision in connection with functions listed herein.

(b) The cognizant Contracting Officer will ensure that any NAVSEA contract under which these file room management services are acquired will contain a requirement that:

(1) The support contractor not disclose any information;

(2) Individual employees are to be instructed by the support contractor regarding the sensitivity of the official contract files;

(3) The support contractor performing these services be barred from providing any other supplies and/or services, or competing to do so, to NAVSEA for the period of performance of its contract and for an additional three years thereafter unless otherwise provided by law or regulation; and,

(4) In addition to any other rights the contractor may have, it is a third party beneficiary who has the right of direct action against the support contractor, or any person to whom the support contractor has released or disclosed protected information, for the unauthorized duplication, release, or disclosure of such protected information.

(c) Execution of this contract by the contractor is considered consent to NAVSEA's permitting access to any information, irrespective of restrictive markings or the nature of the information submitted, by its file room management support contractor for the limited purpose of executing its file room support contract responsibilities.

(d) NAVSEA may, without further notice, enter into contracts with other contractors for these services. Contractors should enter into separate non-disclosure agreements with the file room contractor. Contact the Procuring Contracting Officer for contractor specifics. However, any such agreement will not be considered a prerequisite before information submitted is stored in the file room or otherwise encumber the government.

(End of Text)

C-211-H016 SPECIFICATIONS AND STANDARDS (NAVSEA) (OCT 2018)

(a) Definitions.

(i) A "zero-tier reference" is a specification, standard, or drawing that is cited in the contract (including its attachments).

(ii) A "first-tier reference" is either: (1) a specification, standard, or drawing cited in

a zero-tier reference, or (2) a specification cited in a first-tier drawing.

(b) Requirements. All zero-tier and first-tier references, as defined above, are mandatory for use. All lower tier references shall be used for guidance only unless specifically identified below.

None

(End of text)

C-211-H017 UPDATING SPECIFICATIONS AND STANDARDS (NAVSEA) (DEC 2018)

The contractor may request that this contract be updated to include the current version of the applicable specification or standard if the update does not affect the form, fit or function of any deliverable item or increase the cost/price of the item to the Government. The contractor should submit update requests to the Procuring Contracting Officer with copies to the Administrative Contracting Officer and cognizant program office representative for approval. The contractor shall perform the contract in accordance with the existing specifications and standards until notified of approval/disapproval of its request to update by the Procuring Contracting Officer. Any approved alternate specifications or standards will be incorporated into the contract.

(End of Text)

C-211-H018 APPROVAL BY THE GOVERNMENT (NAVSEA) (JAN 2019)

Approval by the Government as required under this contract and applicable specifications shall not relieve the Contractor of its obligation to comply with the specifications and with all other requirements of the contract, nor shall it impose upon the Government any liability it would not have had in the absence of such approval.

(End of Text)

C-215-H002 CONTRACTOR PROPOSAL (NAVSEA) (OCT 2018)

(a) Performance of this contract by the Contractor shall be conducted and performed in accordance with detailed obligations to which the Contractor committed itself in Proposal N6572619R3502 dated 07 April 2020 in response to NAVSEA Solicitation No. N6572619R3502.

(b) The technical volume(s) of the Contractor's proposal is(are) hereby incorporated by reference and made subject to the "Order of Precedence" (FAR 52.215-8) clause of this contract. Under the "Order of Precedence" clause, the technical volume(s) of the Contractor's proposal referenced herein is (are) hereby designated as item (f) of the clause, following "the specifications" in the order of precedence.

(End of Text)

C-223-W002 ON-SITE SAFETY REQUIREMENTS (NAVSEA) (OCT 2018)

(a) The contractor shall ensure that each contractor employee reads any necessary safety documents within 30 days of commencing performance at any Government facility. Required safety documents can be obtained from the respective safety office. Contractors shall notify the Safety office points of contact below to report completion of the required training via email. The email shall include the contractor employee's name, work site, and contract number.

(b) It is expected that contractor employees will have received training from their employer on hazards associated with the areas in which they will be working and know what to do in order to protect themselves. Contractors are required to adhere to the requirements of 29 CFR 1910, 29 CFR 1926 and applicable state and local requirements while in Government spaces. The contractor shall ensure that all on-site contractor work at the Government facility is in accordance with any local safety instructions as provided via the COR. The contractor shall report all work-related injuries/illnesses that occurred while working at the Government site to the COR.

(c) Contractors whose employees perform work within Government spaces in excess of 1000 hours per calendar quarter during a calendar year shall submit the data elements on OSHA Form 300A, Summary of Work Related Injuries and Illnesses, for those employees to the safety office, via the COR by 15 January for the previous calendar year, even if no work related injuries or illnesses occurred. If a contractor's injury/illness rates are above the Bureau of Labor Statistics industry standards, a safety assessment may be performed by the Safety Office to determine if any administrative or engineering controls can be utilized to prevent further injuries/illnesses, or if any additional Personal Protective Equipment or training will be required.

(d) Any contractor employee exhibiting unsafe behavior may be removed from the Government site. Such removal shall not relieve the contractor from meeting its contractual obligations and shall not be considered an excusable delay as defined in FAR 52.249-14.

(e) The Safety Office points of contacts are as follows:

Mr. Park Martin

Naval Sea Logistics Center

5450 Carlisle Pike, Bldg. 307

Mechanicsburg, PA 17050-2411

Phone: 717-605-4924

Email: park.martin@navy.mil

(End of Text)

C-227-H003 PROTECTION OF NAVAL NUCLEAR PROPULSION INFORMATION (NAVSEA) (OCT 2018)

(a) During the performance of this contract Naval Nuclear Propulsion Information (NNPI) may be developed or used. Naval Nuclear Propulsion Information is defined as that information and/or hardware concerning the design, arrangement, development, manufacturing, testing, operation, administration, training, maintenance, and repair of the propulsion plants of Naval Nuclear Powered Ships including the associated shipboard and shore-based nuclear support facilities. In accordance with OPNAVINST N9210.3 of 7 June 2010, appropriate safeguards must be proposed by the Contractor and approved by the NAVSEA Contracting Officer for Security Matters for the safeguarding from actual, potential or inadvertent release by the Contractor, or any subcontractor, of any Naval Nuclear Propulsion Information in any form, classified or unclassified. Such safeguards shall ensure that only Governmental and Contractor parties, including subcontractors, that have an established need-to-know, have access in order to perform work under this contract, and then only under conditions which assure that the information is properly protected. Access by foreign nationals or immigrant aliens is not permitted. A foreign national or immigrant alien is defined as a person not a United States citizen or a United States National. United States citizens representing a foreign government, foreign private interest or other foreign nationals, are considered to be foreign nationals for industrial security purposes and the purpose of this restriction. In addition, any and all issue or release of such information beyond such necessary parties, whether or not ordered through an administrative or judicial tribunal, shall be brought to the attention of the NAVSEA Contracting Officer for Security Matters.

(b) The NAVSEA Contracting Officer for Security Matters shall be immediately notified of any litigation, subpoenas, or requests which either seek or may result in the release of Naval Nuclear Propulsion Information.

(c) In the event that a court or administrative order makes immediate review by the NAVSEA Contracting Officer for Security Matters impractical, the Contractor agrees to take all necessary steps to notify the court or administrative body of the Navy's interest in controlling the release of such information through review and concurrence in any release.

(d) The Contracting Agency reserves the right to audit Contractor and subcontractor facilities for compliance with the above restrictions.

(e) Exceptions to these requirements may only be obtained with prior approval from the Commander, Naval Sea Systems Command (Contact SEA 00P3).

(End of Text)

C-227-H004 TRANSMISSION ABROAD OF EQUIPMENT OR TECHNICAL DATA RELATING TO THE NUCLEAR PROPULSION OF NAVAL SHIPS (NAVSEA) (OCT 2018)

- (a) The supplies specified to be delivered under this contract relate to the nuclear propulsion of naval ships.
- (b) Equipment and technical data defined as Naval Nuclear Propulsion Information (NNPI) under OPNAVINST N9210.3 of 7 June 2010 shall not be disclosed to foreign nationals or immigrant aliens.
- (c) For other than equipment and technical data defined as NNPI in paragraph (b) above, except with the prior written consent of the Contracting Officer, or his designated representative, the Contractor shall not, at any time during or after the performance of this contract, transmit or authorize the transmittal of any equipment or technical data, as defined in paragraph (d) below, (1) outside the United States, or (2) irrespective of location, (i) to any foreign national, not working on this contract or any subcontract hereunder (ii) to any foreign organization (including foreign subsidiaries and affiliates of the Contractor), (iii) to any foreign Government, or (iv) to any international organization.
- (d) As used in this requirement, the following terms shall have the following definitions:
 - (1) "United States" means the States, the District of Columbia, Puerto Rico, American Samoa, the Virgin Islands, Guam, and any areas subject to the complete sovereignty of the United States;
 - (2) "equipment" means all supplies of the kind specified to be delivered under this contract, all component parts thereof, and all models of such supplies and component parts; but "equipment" does not include standard commercial supplies and component parts, and models thereof;
 - (3) "technical data" means all professional, scientific, or technical information and data produced or prepared for the performance of this contract, or on or for the operation, maintenance, evaluation, or testing of any contract item, whether or not the information and data were specified to be delivered under this contract including, without limitation, all writings, sound recordings, pictorial reproductions, and drawings or other graphical representations; but "technical data" does not include such information and data on standard commercial supplies and component parts to the extent that the information and data do not relate to the use, operation, maintenance, evaluation and testing of such supplies and component parts in or in connection with any item, or component parts thereof, specified to be delivered under this contract.
- (e) The Contractor agrees to insert in all subcontracts under this contract provisions which shall conform substantially to the language of this requirement, including this paragraph (e).
- (f) Notwithstanding any other provisions of this requirement, this requirement shall not apply (1) where the transmittal or authorization for the transmittal of equipment or technical data is to be made pursuant to a contract or agreement to which the United States is a party; and (2) where the transmittal is to be of equipment or technical data which the Contracting Officer, or his designated representative, has declared in writing to the Contractor to be thereafter exempt from this requirement.

(End of Text)

C-227-H005 UNLIMITED RIGHTS IN TECHNICAL DATA-NUCLEAR PROPULSION PLANT SYSTEMS (NAVSEA) (OCT 2018)

- (a) Pursuant to subparagraph (b)(1) of the clauses entitled "Rights In Technical Data--Noncommercial Items" (DFARS

252.227-7013) and "Rights In Noncommercial Computer Software And Noncommercial Computer Software Documentation"

(DFARS 252.227-7014), it is agreed that all technical data pertaining to nuclear propulsion plant systems under the technical cognizance of the Navy Nuclear Propulsion Directorate, Naval Sea Systems Command (NAVSEA 08), which is specified to be delivered pursuant to this contract, shall be delivered with unlimited rights, provided, however, that nothing in the clause shall be deemed to require any subcontractor of any tier under this contract to deliver or furnish with unlimited rights any technical data which it is entitled to deliver with other than unlimited rights pursuant to said "Rights In Technical Data--Noncommercial

Items" Or "Rights In Noncommercial Computer Software And Noncommercial Computer Software Documentation" clauses.

(b) It is further agreed that promptly after delivery of the vessel, or after any termination of all work under this contract, the Contractor shall submit a letter report to the Navy Nuclear Propulsion Directorate, Naval Sea Systems Command (NAVSEA 08) listing and providing a brief description of all items of technical data pertaining to the reactor plant(s) of the vessel(s) developed or prepared under this contract which were not specified to be delivered pursuant to this contract. The Contractor shall furnish in the Contractor's format and at the cost of reproduction, with unlimited rights, copies of items of technical data so reported or which should have been reported, as the Government may require in writing from time to time and at any time. However, nothing in this requirement shall require the Contractor to retain any item of such technical data beyond the period provided for in this contract, including the specifications, and other documents incorporated by reference, applicable to the item or type of technical data involved.

(End of Text)

C-227-H006 DATA REQUIREMENTS (NAVSEA) (OCT 2018)

The data to be furnished hereunder shall be prepared in accordance with the Contract Data Requirements List, DD Form 1423, Exhibit(s) A, attached hereto.

(End of Text)

C-227-H008 GOVERNMENT-INDUSTRY DATA EXCHANGE PROGRAM (NAVSEA) (DEC 2018)

(a) The contractor shall actively participate in the Government Industry Data Exchange Program in accordance with the GIDEP Operations Manual, S0300-BT-PRO-010. The contractor shall submit information concerning critical or major nonconformances, as defined in FAR 46.407/DFARS 246.407, to the GIDEP information system.

(b) The contractor shall insert paragraph (a) of this clause in any subcontract when deemed necessary. When so inserted, the word "contractor" shall be changed to "subcontractor."

(c) The contractor shall, when it elects not to insert paragraph (a) in a subcontract, provide the subcontractor any GIDEP data which may be pertinent to items of its manufacture and verify that the subcontractor utilizes any such data.

(d) The contractor shall, whether it elects to insert paragraph (a) in a subcontract or not, verify that the subcontractor utilizes and provides feedback on any GIDEP data that may be pertinent to items of its manufacture."

(e) GIDEP materials, software and information are available without charge from:

GIDEP Operations Center

P.O. Box 8000

Corona, CA 92878-8000

Phone: (951) 898-3207

FAX: (951) 898-3250

Internet: <http://www.gidep.org>

(End of Text)

C-227-H009 ACCESS TO DATA OR COMPUTER SOFTWARE WITH RESTRICTIVE MARKINGS (NAVSEA) (JAN 2019)

(a) Performance under this contract may require that the Contractor have access to technical data, computer software, or other sensitive data of another party that contains restrictive markings. If access to such data or software is required or to be provided, the Contractor shall enter into a written agreement with such party prior to gaining access to such data or software. The agreement shall address, at a minimum, (1) access to, and use of, the restrictively marked data or software exclusively for the

purposes of performance of the work required by this contract, and (2) safeguards to protect such data or software from unauthorized use or disclosure for so long as the data or software remains properly restrictively marked. In addition, the agreement shall not impose any limitation upon the Government or its employees with respect to such data or software. A copy of the executed agreement shall be provided to the Contracting Officer. The Government may unilaterally modify the contract to list those third parties with which the Contractor has agreement(s).

(b) The Contractor agrees to: (1) indoctrinate its personnel who will have access to the data or software as to the restrictions under which access is granted; (2) not disclose the data or software to another party or other Contractor personnel except as authorized by the Contracting Officer; (3) not engage in any other action, venture, or employment wherein this information will be used, other than under this contract, in any manner inconsistent with this requirement; (4) not disclose the data or software to any other party, including, but not limited to, joint venturer, affiliate, successor, or assign of the Contractor; and (5) reproduce the restrictive stamp, marking, or legend on each use of the data or software whether in whole or in part.

(c) These restrictions on use and disclosure of the data and software also apply to information received from the Government through any means to which the Contractor has access in the performance of this contract that contains restrictive markings.

(d) The Contractor agrees that it will promptly notify the Contracting Officer of any attempt to gain access to any information with restrictive markings. Such notification shall include the name and organization of the individual, company, or Government representative seeking access to such information.

(e) The Contractor shall include this requirement in subcontracts of any tier which involve access to information covered by paragraph (a), substituting "subcontractor" for "Contractor" where appropriate.

(f) Compliance with this requirement is a material requirement of this contract.

(End of Text)

C-228-H002 MINIMUM INSURANCE REQUIREMENTS (NAVSEA) (JAN 2019)

(a) In accordance with the clause(s) of this contract entitled "Insurance--Work On a Government Installation" (FAR 52.228-5) and "Liability and Insurance" (DFARS 252.217-7012), as applicable, the Contractor shall procure and maintain insurance, of at least the kinds and minimum amounts set forth below:

(i) Workers' compensation and employer's liability coverage shall be at least \$100,000, except as provided in FAR 28.307-2(a), if applicable

(ii) Bodily injury liability insurance coverage shall be written on the comprehensive form of policy of at least \$500,000 per occurrence.

(iii) Automobile liability policies covering automobiles operated in the United States shall provide coverage of at least \$200,000 per person and \$500,000 per occurrence for bodily injury and \$20,000 per occurrence for property damage. The amount of liability coverage on other policies shall be commensurate with any legal requirements of the locality and sufficient to meet normal and customary claims.

(b) To be approved by the Contracting Officer, insurance certificates must include the following cancellation policy statement: Prior to cancellation or material change in coverage, the contractor shall give 30 days written notice to the Contracting Officer.

(c) Physical work cannot begin until the insurance certificate has been approved by the Contracting Officer. Failure to provide an acceptable insurance certificate will not remove the contractor's responsibility to meet the delivery requirements outlined in Section F and FAR 52.211-11, Liquidated Damages – Supplies, Services, or Research and Development, if applicable.

(End of text)

C-237-H001 SERVICE CONTRACT REPORTING (NAVSEA) (JAN 2021)

(a) Services Contract Reporting (SCR) requirements apply to this contract. The contractor shall report required SCR data fields using the SCR section of the System for Award Management (SAM) at following web address:

<https://sam.gov/SAM/>.

(b) Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at <https://sam.gov/SAM/>.

(End of Text)

C-242-H001 EXPEDITING CONTRACT CLOSEOUT (NAVSEA) (OCT 2018)

(a) As part of the negotiated fixed price or total estimated amount of this contract, both the Government and the Contractor have agreed to waive any entitlement that otherwise might accrue to either party in any residual dollar amount of \$1,000 or less at the time of final contract closeout. The term "residual dollar amount" shall include all money that would otherwise be owed to either party at the end of the contract, except that, amounts connected in any way with taxation, allegations of fraud and/or antitrust violations shall be excluded. For purposes of determining residual dollar amounts, offsets of money owed by one party against money that would otherwise be paid by that party may be considered to the extent permitted by law.

(b) This agreement to waive entitlement to residual dollar amounts has been considered by both parties. It is agreed that the administrative costs for either party associated with collecting such small dollar amounts could exceed the amount to be recovered.

(End of Text)

C-242-H002 POST AWARD MEETNG (NAVSEA) (OCT 2018)

(a) A post-award meeting with the successful offeror will be conducted within 21 days after award of the task order. The meeting will be held at the address below:

Location/Address: Naval Sea Logistics Center Mechanicsburg, PA. This will be a virtual meeting.

(b) The contractor will be given 7 working days notice prior to the date of the meeting by the Contracting Officer.

(c) The requirement for a post-award meeting shall in no event constitute grounds for excusable delay by the contractor in performance of any provisions in the task order.

(d) The post-award meeting will include, but is not limited to, the establishment of work level points of contact, determining the administration strategy, roles and responsibilities, and ensure prompt payment and close out. Specific topics shall be mutually agreed to prior to the meeting.

(End of Text)

C-244-H002 SUBCONTRACTORS/CONSULTANTS (NAVSEA) (OCT 2018)

Notwithstanding FAR 52.244-2(d) and in addition to the information required by FAR 52.244-2(e) of the contract, the contractor shall include the following information in requests to add subcontractors or consultants during performance, regardless of subcontract type or pricing arrangement:

(1) Impact on subcontracting goals,

(2) Impact on providing support at the contracted value,

(3) IF SEAPORT TASK ORDER - The results of negotiations to incorporate fee rate caps no higher than the lower of (i)

SeaPort-e fee rate caps for the prime contractor, or in the case where the proposed subcontractor is also a SeaPort-e prime, (ii) fee rate caps that are no higher than the subcontractor's prime SeaPort-e contract.

(End of Text)

C-245-H005 INFORMATION AND DATA FURNISHED BY THE GOVERNMENT--ALTERNATE I (NAVSEA) (MAY 2019)

(a) Contract Specifications, Drawings and Data. The Government will furnish, if not included as an attachment to the contract, any unique contract specifications or other design or alteration data cited or referenced in Section C.

(b) Government Furnished Information (GFI). GFI is defined as that information essential for the installation, test, operation, and interface support of all Government Furnished Material identified in an attachment in Section J. The Government shall furnish only the GFI identified in an attachment in Section J. The GFI furnished to the contractor need not be in any particular format. Further, the Government reserves the right to revise the listing of GFI as follows:

(1) The Contracting Officer may at any time by written order:

(i) delete, supersede, or revise, in whole or in part, data identified in an attachment in Section J; or

(ii) add items of data or information to the attachment identified in Section J; or

(iii) establish or revise due dates for items of data or information in the attachment identified in Section J.

(2) If any action taken by the Contracting Officer pursuant to subparagraph (1) immediately above causes an increase or decrease in the costs of, or the time required for, performance of any part of the work under this contract, the contractor may be entitled to an equitable adjustment in the contract amount and delivery schedule in accordance with the procedures provided for in the "CHANGES" clause of this contract.

(c) Except for the Government information and data specified by paragraphs (a) and (b) above, the Government will not be obligated to furnish the Contractor any specification, standard, drawing, technical documentation, or other publication, notwithstanding anything to the contrary in the contract specifications, the GFI identified in an attachment in Section J, the clause of this contract entitled "Government Property" (FAR 52.245-1) or "Government Property Installation Operation Services" (FAR 52.245-2), as applicable, or any other term or condition of this contract. Such referenced documentation may be obtained:

(1) From the ASSIST database via the internet at <https://assist.dla.mil/online/start/>; or

(2) By submitting a request to the

Department of Defense Single Stock Point (DoDSSP)

Building 4, Section D

700 Robbins Avenue

Philadelphia, Pennsylvania 19111-5094

Telephone (215) 697-6396

Facsimile (215) 697-9398

Commercial specifications and standards, which may be referenced in the contract specification or any sub-tier specification or standard, are not available from Government sources and should be obtained from the publishers.

(End of Text)